

Town of Lebanon  
Safety Committee  
Regular Meeting  
Monday, October 22, 2018 - 2:00 p.m.  
**Town Hall**  
**Upper Conference Room**  
**Minutes**

Members Present: Chairman Bernard Dennler (Town Hall), Resident State Trooper Collin Konow (Police), LVFD Chief John Lyon (Fire), Donna Maheu (Library), Darcy Battye (Senior Center)

Others Present: First Selectman Betsy Petrie, CIRMA Representatives Ian Haven and Myles Morrison

**1.0**     **Call to Order:** Chairman B. Dennler called the meeting to order at 2:05 PM.

**2.0**     **Approval of Minutes from the July 30, 2018 special meeting**

*B. Dennler MOVED to approve the Minutes of the July 30, 2018 special meeting. C. Konow SECONDED.*

**MOTION CARRIED: 5:0:0**

**3.0**     **Discussion by Department: Incidents/Accidents; Safety Issues; Safety Improvements; new requests or suggestions**

- Public Works: No representative from Public Works was present
- Police: C. Konow noted that there had been an issue with unknown cleaning personnel having access to the RST office. He stated that all cleaning personnel working under the contractor need to be directly authorized. B. Dennler said he was aware of the issue and that it had already been addressed. The current contractor is aware and this will be a stipulation in all future contracts the Town engages in for cleaning services.
- Fire: J. Lyon said they are still having an issue with some exterior lights at the Fire Department and said a tree is obstructing one of the lights. He also said the cement floor in the main apparatus bay remains a slipping hazard and that he would like the Town to consider epoxy for the floor. B. Petrie said she thinks that would be a large expense and that the floor has been that way for many years. J. Lyon said he hopes the Town will still consider it. J. Lyon also said AEDs have been inspected and replaced

if necessary in schools, churches, Town Buildings, and the Fire Department.

- Library: D. Maheu said the walkway on the Route 87 side of the building is muddy and could be a slipping hazard when temperatures drop. B. Petrie said the town will add sand salt to the problem area.
- Transfer Station: No representative was present.
- Town Hall: B. Dennler thanked Ian Haven for the cybersecurity training CIRMA held for Town employees. He said cybersecurity is not always at the forefront of people's minds when it comes to safety, but noted that working in a networked system it is one of the most vulnerable areas for any government. B. Dennler also said the Town's subscription for Wearsafe tags had expired and that at this time the Town was not going to pursue them further. He explained that a one-year subscription was purchased prior to his hiring but was never used. He experimented with the system and tags before the subscription expired in September to see if it was worth the Town purchasing another subscription and rolling it out to all Town Hall employees. However, he found that the app the devices used was problematic on phones and he was concerned the tags could do more harm than good if someone activated the device expecting help but no one else received the message. C. Konow agreed. Both mentioned that Town Hall is so small that any serious altercation would almost certainly be heard by other employees. C. Konow added that there had been no incidents in Town Hall recently.
- Senior Center: D. Battye said the Senior Center is monitoring icy spots that tend to develop in the winter due to the shape of the parking lot. She said the situation is under control.

#### **4.0 Discussion with CIRMA representatives**

I. Haven thanked B. Dennler for helping to arrange cybersecurity training. He said he felt it was successful and said he got positive feedback from other employees who were present. He also said there had been no workers compensation claims reported in Q1 of 2018-2019.

#### **5.0 Discussion of August 2018 compliance inspection by Safety Program Officer for Worker's Compensation Commission**

B. Dennler said a representative from the Worker's Compensation Commission had visited the Town Hall and requested a roster of Safety Committee members. He had told B. Dennler that this roster needs to be posted in the building and that state statutes require the committee not be made up of a majority of supervisors

representing departments. The Workers Compensation Commission representative had also praised the Town for its thorough reporting of meeting minutes. D. Battye noted the Safety Committee won an award from the State a few years ago and that an issue of compliance with regard to the committee's make up had never been raised by the State before.

**5.1** Discuss and act on plan to meet requirements under CGS 31-40v-1—31-40v-11

B. Dennler said as chairman of the Safety Committee his goal is to bring the Committee into compliance to avoid incurring any fees for the Town. J. Lyon noted the difficulty of finding non-supervisor representation for the Fire Department since it is a volunteer force. C. Konow added it would be difficult for police as well due to having only part-time constables. B. Dennler suggested C. Konow send the School Resource Officer to the next meeting if the Board of Selectmen is successful in hiring one before then as planned. He asked everyone to at least attempt to recruit a representative who can be formally added to the Safety Committee, knowing this may not be possible for small departments like the Transfer Station.

*B. Dennler MOVED for all departments where non-supervisors are available to send non-supervisors as representative to the next meeting of the Safety Committee to become official representatives. D. Battye SECONDED.*

MOTION CARRIED: 5:0:0

**6.0** Discuss and act on 2019 Meeting Schedule

B. Dennler suggested to continue meeting on the current schedule.

*B. Dennler MOVED to adopt the 2019 Meeting Schedule included as an attachment to the Minutes. J. Lyon SECONDED.*

MOTION CARRIED: 5:0:0

**7.0** Adjournment

*B. Dennler MOVED to adjourn the meeting. J. Lyon SECONDED.*

MOTION CARRIED: 5:0:0

Respectfully Submitted,

Bernard W. Dennler III  
Chairman

## **Safety Committee**

### 2019 Meeting Schedule

*THE SAFETY COMMITTEE MEETS QUARTERLY. ALL MEETINGS ARE HELD IN THE  
UPSTAIRS CONFERENCE ROOM AT TOWN HALL AT 2:00 PM UNLESS OTHERWISE  
NOTED.*

JANUARY 14, 2019

APRIL 15, 2019

JULY 15, 2019

OCTOBER 21, 2019