

Town of Lebanon  
Safety Committee  
October 27, 2014 - 10:00 a.m.  
**Town Hall**  
**Upper Conference Room**

**Minutes**

- 1.0 Committee Chairman Patti Handy called the meeting to order at 10:10 a.m. The following department representatives were present: Brandon Handfield (Public Works Director), Donna Maheu (Library) and Ryan Wells (CIRMA). Representatives from the Transfer Station, Resident State Trooper, Fire Department, Senior Center and Animal Control were not present.
- 2.0 Motion made by Maheu/Handfield to approve the minutes from the July 28, 2014 meeting. Vote: Yes, unanimous.
- 3.0 Discussion by Department: Incidents/Accidents; Safety Issues; Safety Improvements; new requests or suggestions.
  - 3.1 Public Works – At the July meeting Handfield reported that he has purchased flammable storage containers which need to be installed, grounded and vented. After further investigation he determined that the units did not need to be grounded or vented per CT General Statutes; Wells confirmed that there were also no such requirements from OSHA. Handfield also noted that he has purchased new safety clothing and equipment for his crew for improved visibility on the roads. No safety issues to report.
  - 3.2 Police – Not present.
  - 3.3 Fire – Not present
  - 3.4 Library – Maheu asked Handfield about the status of repairs/replacement to the lower walkway at the Library. Handfield has spoken with the First Selectman and it was decided that as the library will be undergoing an expansion in the near future that a cost effective way to improve the walk would be to remove all the bricks of the walkway and replace them with crushed and packed stone dust, thus preventing the ice/tripping hazards. Maheu also reported a minor car accident in the parking lot due to the lack of space and problems with the book drop. These problems are being handled and will also be solved with the planned expansion.
  - 3.5 Transfer Station – not present.
  - 3.6 CIRMA – Wells added useful suggestions for the problems with the Library and will also provide Handfield with MSDS documentation from OSHA as requested.
  - 3.7 Town Hall – Handy asked Handfield to please provide all of the public buildings with buckets of ice melt in the near future. Handfield also ask Handy to send an email to Town Staff reminding them not to use mechanical/electrical rooms for storage.
  - 3.8 Animal Control – not present.
  - 3.9 Senior Center – Darcy Battye was not present, however Handy noted that the Senior Center has recently installed new safety sensors for the automatic doors to aid the elderly and handicapped patrons.
- 4.0 The members of the committee agreed to keep the quarterly meetings on the last Monday of the months of January, April, July and October for 2015. Motion made by Handy/Handfield to approve the meeting schedule for 2015. Vote: yes, unanimous. (See schedule attached).
- 5.0 Motion made by Handfield/Maheu to adjourn the meeting at 10:30 am. Vote: Yes, unanimous.

Respectfully Submitted,



Patti Handy  
Chairman