**Safety Committee**

**Special Meeting**

**July 27, 2020 — 1:00 PM**

**Fire Safety Complex — 23 Goshen Hill Rd**

**MINUTES**

**Members Present:** Bernard Dennler, Kelly Lawer, Brock Littlefield (arrived at 1:20), Peter Hodina, Donna Maheu, Brice Padewski, Bob Cady

1. **Call to Order**

B. Dennler called the meeting to order at 1:03 PM.

1. **Discuss Operations Under COVID19 Pandemic:**
   1. **Town Hall**

K. Lawer and B. Dennler discussed Town Hall operations since the buildings reopened to the public. Most employees are working full hours in the building. There are a couple of cases of employees working a mix of in-office and from-home depending on their circumstances and the nature of their positions. Temperature checks are being done at the door and all appointments are logged for contact tracing needs. K. Lawer said it may be time to consider how to go about to no longer requiring appointments.

* 1. **Public Works**

B. Littlefield reported there was a need for some additional PPE including masks. B. Dennler told him employees should contact the First Selectman’s Office and to let him know which kinds of mask the employees would prefer.

* 1. **Transfer Station**

P. Hodina reported that they have sufficient PPE and that the Transfer Station supervisor wears a mask and gloves when interacting with residents handling cash. He noted there had been complaints from a couple of residents about the number of people at the compactor at one time. B. Dennler asked if the employees had concerns about this issue and P. Hodina said no. He said they have no requests.

* 1. **Senior Center**

D. Battye was not present. B. Dennler reported that there is no date to reopen the Senior Center yet. Senior Van Transportation is expected to begin in August or September. Procedures are being developed for this and drivers will be provided K95 masks.

* 1. **Library**

D. Maheu reported that JTL operations have been positive since reopening. B. Dennler asked if they had enough coverage and she said they did. D. Maheu stated they have had a couple of instances of people not wearing masks properly that had to be told to pull their masks up. All books are being quarantined for 3 days after they are returned. Virtual programming is ongoing. She mentioned some concerns about the outdoor programming. She said they are learning from events and changing accordingly, but overall it has been a positive experience. She also mentioned the library staff is moving tables and chairs in and out of the building which can be difficult.

* 1. **Police**

B. Padewski reported they have plenty of supplies including masks and face shields. B. Dennler asked if the constables were comfortable with procedures for interacting with the public under COVID. He said they were.

* 1. **Fire**

B. Cady reported they are busy but have plenty of supplies. He described procedures for sanitizing the ambulance and limits on the number of people who can be in rooms at the Fire Safety Complex. They are also conducting meetings by Zoom.

1. **Discuss other Safety Operations and Concerns**

B. Cady mentioned a possible sewage/toilet issue at the men’s bathroom on the fire side of the FSC. He questioned if the toilet had been sealed properly. He said previously mentioned water/ice issues at the building have not been addressed. B. Littlefield said there are some outstanding items from last year’s annual fire marshal inspections including items in the boiler room, conduit left uncovered, and items blocking an electrical box. He recommended speaking to the Selectmen and Fire Marshal about ensuring new annual inspections are conducted in 2020.

1. **Discuss and Act On Remaining 2020 Meeting Plans**

The committee agreed to meet again on Monday, October 19, 2020 at 1:00 PM and Monday, December 14, 2020 at 1:00 PM likely at the FSC depending on the current state of the pandemic. B. Dennler said a Zoom meeting could be possible.

1. **Adjourn**

The meeting adjourned at 1:30 PM.

Respectfully Submitted,

Bernard Dennler III, Chair