

**Town Employee Safety Meeting Minutes**  
**Special Meeting**  
**Monday March 25, 2024; 2:30pm**  
**Town Hall Upstairs Conference Room**

Attendees: S. Hill, K. Lawer, D. Maheu, E. Weinsteiniger, B. Cady, E. Lamb, J. Dummond

Absent: Rep from Police Station and Rec. Dept.

1. Call to Order 2:31 pm
2. 2024 Representatives were acknowledged
3. Election of Officers: Chairman-K. Lawer (Weinsteiger/Hill)  
Secretary- Weinsteiniger (Lawer/Maheu)
4. Departments were asked what training they would like to see. OSHA, Cyber Security, Active shooter and CPR/Defibrillator were suggested.
5. Minutes approved for 10/17/2023 (Lamb/Lawer)
6. Safety and Operations:  
Town Hall had a fire drill. Some changes in procedure are needed.

Department of Public Works is making improvements to septic system. New building plans are in development and a possible town vote would be needed. The plans are for using the existing DPW land.

Transfer Station is need of signs; directional, parking and safety. Parking areas are in need of improvement. Concerns about possible leaking in big building, and better hand washing accessibility.

Senior Center has old issue of parking lot crumbling in areas where walking/wheelchairs/walkers make transition to sidewalk. Inspections of Kitchen and Hair Salon were in compliance. Senior Center suggested New Senior Van procedure for wheelchairs put in place.

Library concerns about parking lot construction as weather warms. Suggestions to work on ways to encourage parking at the Alden Tavern Parking lot, crosswalk improvement possibilities can be investigated. The bike rack is short, concerns on visibility.

Fire Department stated that the extinguisher system has passed inspection, Men's restroom toilet bolts were fixed and has helped with smell but replacement might be needed. 13 years of snow on Apparatus Door still an issue, also ice that gathers near basement door area is ongoing issue. It takes constant maintenance to keep drains from clogging.

Recreation Department is concerned about no cell service at Tyler Field but 911 was tested and worked. A thought of installing cameras as it is an area for local hanging out and has had police issues.

Committee Members agreed that items should be actioned and followed up on. The committee will look into how to best accomplish this.

7. Meeting dates will be Tuesdays at 2:30 pm with next meeting on June 25<sup>th</sup>, 2024

Respectfully Submitted, Eileen Weinsteiger