

**Town of Thomaston
Safety Committee Meeting
December 9, 2009
Town Hall**

Minutes

Call to Order

The meeting was called to order at 1:00 pm by the Chairman, Nancy Latour.

Those in attendance: Nancy Latour, Town Hall; Kris Nelson, Police Department; Robert Norton Jr., Volunteer Ambulance Service; Scott Simpson, Town Hall Maintenance; Ken Koval, Fire Department; Kenny Fox, WPCA; Cheryl Waldron, K-9; Debra Radosevich, Library; Ian Diedrich, Opera House

Those absent: Susan Smith, Treasure's Office

Minutes

Ken Koval made a motion to accept the minutes of the September 9, 2009 meeting. The motion was seconded by Scott Simpson. The vote was unanimous to accept the minutes as submitted.

New Business

Report of Injuries

Town Hall General	No Injuries
WPCA	No Injuries
Public Works	No information provided
Fire Department	A Volunteer Firefighter had a burn. No medical attention required.
Hillside Cemetery	No information provided
Opera House	No Injuries
Police Department	A Police Officer was involved in a motor vehicle accident. The employee sought medical attention.
Public Library	No Injuries
Volunteer Ambulance	No Injuries
Recreation	No information provided
K-9	No Injuries
Town Hall Maintenance	No Injuries

Ms. Latour informed the group that the First Selectman has designated that Ms. Latour oversee all accidents and the OSHA 200 reports. Department heads should continue to call in the injury and file the necessary reports but she should be informed as well.

Scott Simpson informed the committee that progress is being made in Town Hall regarding the MSDS sheet collection. Each Town Hall department is responsible for collection and maintenance of MSDS sheets for their area. The Thomaston Opera House and the Library's Right to Know Center Kits were delivered.

Ms. Latour informed the committee that two Blood Borne Pathogens classes have been scheduled for December 16th at 9:00 am and 11:00 am. This class will be taught by Robert Norton, Jr. at no cost to the Town. This training is required for all employees as per CIRMA.

Nancy Latour will be working with CIRMA to set up the next following training classes: Hearing Conservation, Personal Protection Equipment, Portable Fire Extinguisher, Signaling (Highway), Fall Protection, Stairways & Ladders, Trenching / Excavation (Highway & WPCA)

A motion was made by Ken Koval to purchase two first aid kits for the Library and K-9 facility, seconded by Scott Simpson, with all in favor, motion carried.

Scott Simpson would like to coordinate the removal of three drums of hazardous liquid that has been stored in the Town Hall basement for decades. He has already made some progress on the task and expects to have them removed shortly. Ramco Recovery, Inc. has quoted a price of for \$445.00 for the removal. He is looking for approval of funding for the project.

Mr. Simpson also reminded all departments that light bulbs need to be disposed of in an environmentally friendly manner. He said the library could use his bin for disposal this year but will needs to budget for the disposal next year. Ms. Radosevich thanked him for his generosity.

Mr. Simpson provided the committee with a price list from Ramco, Inc. for disposal of many types of hazardous wastes. Additionally Mr. Simpson stated he will have to price the removal of tennis court paint and old latex paint.

Scott Simpson reviewed that status of CPR training for Town Hall employees. He has compiled a list of employees that already have CPR certification and those who wish to take a course. Robert Norton, Jr. will look into the cost of supplies for the program (books and cards) and Skip Gelati has consented to teaching the course. Class may be scheduled in April

Ms. Latour remarked that she will concentrate her efforts on scheduling the appropriate CIRMA and MSDS.

Old Business

Debra Radosevich is concerned about the safety of patrons using the mezzanine in the Library. The railing appears to be low and she feels it might not be up to code. Scott Simpson agreed to contact the Building Inspector and ask him to investigate the issue. Update: The Building Inspector stated that the guard rail is not grandfathered. Further investigation is to take place.

There being no further business to discuss, a motion to adjourn at 1:50 p.m. was made by Ken Koval and seconded by Robert Norton, Jr. Motion carried unanimously.

Respectively Submitted by,

Nancy Latour
Chairman