



Town of East Lyme

Health and Safety Committee

SPECIAL MEETING MINUTES

DECEMBER 10, 2015

MEMBERS PRESENT:

Victor Benni
Julie Wilson
Joe Bragaw
Ron Bence
Karen Galbo

FILED IN EAST LYME
CONNECTICUT
Dec 11 2015 AT 10:50 AM PM
Karen Galbo
EAST LYME TOWN CLERK

1. ATTENDANCE

The meeting was called to order at 2:32 p.m.

2. APPROVAL OF MINUTES FROM 11/19/15

Motion (1) Ron moved to approve the Minutes of November 19, 2015

Seconded by Victor.

Motion Passed 4-0-1 (Joe Abstained)

3. TREASURER'S REPORT

a. HEALTH & SAFETY ACCOUNT

Victor reported that there was approximately \$800.00 left over from last year.

b. HEALTH & WELLNESS FUNDS

Victor talked to Anna Johnson and there is approximately \$6800 for Wellness. That money can only be used for certain things, and has to be approved.

4. REPORT ON MEETING WITH FIRST SELECTMAN

A. HEALTH & SAFETY FAIR



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Julie and Anna met with Mr. Nickerson. They discussed the Fair and talked about different options.

B. TRAINING – MOVING FORWARD

They discussed what training was required in the matrix, and they discussed attendance at those training sessions. They discussed ways to make it mandatory. Supervisors need to be accountable for their employees.

C. BUILDING EMERGENCY PROCEDURES MANUAL

There was discussion of the Manual.

5. TRAINING

A. RECENT TRAINING HELD

The training recently held on trenching was not attended by anyone. That was required training for many employees.

B. UPCOMING TRAINING

Joe suggested the Public Works training be early morning. He and Victor have talked of implementing a “train the trainer” system.

6. BUILDING EMERGENCY PROCEDURES MANUAL MEETING

There will be a meeting on December 16th.

7. FIRE EXTINGUISHER TRAINING DEMO

Chris Taylor was not in attendance to discuss this demo.

8. GENERAL DISCUSSION

There was general discussion on intercom systems in Town buildings, and other matters pertaining to the Building Emergency Procedures Manual.

9. ADJOURN



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The meeting was adjourned at 3:50 p.m.

Respectfully Submitted,

Karen Miller Galbo
Secretary

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