

Town of



East Lyme

Health & Safety Committee

108 Pennsylvania Avenue
P.O. Box 519
Niantic, CT 06357

MEETING MINUTES - NOVEMBER 7, 2023

Members Present:

Julie Wilson, Ron Bense
Bob Neville, Daphne Doran, Denise Compton

Members Absent:

Mike McDowell

The Health & Safety Committee meeting was called to order at 2:05 p.m.

Approval of Minutes 10/3/2023: motion to approve (with one correction noted by Daphne Doran: a misspelling of the word statutes) 1st Ron Bence 2nd Daphne Doran. Motion passed unanimously.

Status of Funds Available / Necessary Purchases: Ron will speak with Kevin Gervais and will report the available balance at the next meeting.

Julie asked Ron the status of AEDs, first aid kits and tourniquets. Ron will take over reviewing AEDs for expiration status of units and pads. He will also look into pricing for tourniquets. Bob will also look into how many are on hand at the FSB and how many more will be needed.

Review of Active Shooter Drills: Julie stated all three drills (Town Hall, Community Center and the FSB) went very well. The consensus from employees is that most felt it was a great training and would like to see it at least once a year. The videos are still being produced. Once completed, Julie will have links available for town employees to view.

Health & Safety Fair Planning: Ideas were discussed. Julie passed around a map of vendors from previous fairs. The committee agreed it was a good layout and we will keep it the same for the next fair. Julie passed around lists of East Lyme vendors that Daphne provided. These lists were then divided up amongst committee member to research the vendors websites and collect information to share at the next meeting. A pamphlet from a past fair with ads was passed around. Who to invite to the fair and who would possibly place ads to generate revenue was discussed. Julie will look at how pricing was done in the past and bring it to the next meeting. A few other recommended contacts were added to the list as potential sponsors/participants of the event were CT National Guard, CIRMA, CTIC and/or CISA, Aflac, American Heart Association, Fire/EMS, Amtrack, DEEP, Ledge Light, Millstone and Eversource. A tentative date for the fair was selected for Wednesday, September 18, 2024. It will run from 9am to 5pm, giving all town employees an opportunity to attend trainings and visit vendor booths for 4 hours. The rain date will tentatively be September 25, 2024.

Bob gave an update on researching stop the bleed. He said grants are done for this year. Nothing can be done until next March. He will keep an eye on it for possible free equipment.

Julie would like to see a fire drill run for all town buildings. She will investigate **November** dates and get back to Ron. Tentatively dates for other drills are as follows: **February**-severe weather drills; **March**-bomb threats and suspicious packages; **April**-hazmat release. It was agreed that fire extinguisher training should be part of the safety fair.

Next meeting: Tuesday, December 5, 2023, at 2:00 p.m., Town Hall

Motion to adjourn made 1st by Bob Neville, 2nd by Julie Wilson. The meeting was adjourned at 2:39 p.m.

Respectfully Submitted,

Denise Compton
Health & Safety Recording Secretary

RECEIVED FOR RECORD
EAST LYME, CT
2023 NOV-8 P 1:40
Cassidy McDowell
TOWN CLERK