

# Town of



# East Lyme

Health & Safety Committee

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

## MEETING MINUTES – May 20, 2025 – 2:00 p.m.

### Members Present:

Julie Wilson, Ron Bence, Denise Compton, Stacey Konakowitz, Jeffrey Joseph, Daphne Doran, Robbie Morgan

Absent: Bob Neville, Aviana Lozano

Called to Order: Julie Wilson called the Health & Safety Committee meeting to order at 2:04 p.m.

Welcome New Member: Welcome to our new member, Robbie Morgan

MOTION: Daphne Doran made motion to approve March 18, 2025 minutes, 2<sup>nd</sup> by Ron Bence. Approved unanimously.

MOTION: Ron Bence made motion to approve April 15, 2025, minutes, 2<sup>nd</sup> by Daphne Doran. Approved unanimously.

### Current Business:

- Injury reports were reviewed for March and April. Preventative measures were discussed.
- Jeffrey noted what OSHA is looking for department specific, policy and plans. He will forward list of forms to Stacey and Julie to be passed on to department heads.
- Julie reviewed the last fire drill and attendance forms. It was voted to have fire drills conducted twice a year. A date for the next fire drill was scheduled for September.
- Stacey reported on mandatory training and will coordinate with CIRMA to assign training and schedule for employees.
- Ron will follow up on vehicle inspections conducted before on the road. Jeffrey will forward a check list as a guideline.
- Stacey reported on grant funding. She is currently researching further and will have more info for next meeting.
- Ron reported that first aid kits have been updated in Town Hall, Community Center and Public Safety buildings. Going forward it is a plan to inspect and update on a monthly basis. Julie to forward Ron a check list for first aid kits and AEDs.

### Health & Safety Fair 2025:

- It was discussed to have MAPS include a Red Cross to indicate where first aid kits are.
- Ideas to have refresher training on stop the bleed at the fare.
- Jeffrey offered to do half sessions on slips, trips and falls for employees.

### New Business:

- Jeffrey Joseph reviewed claims and workers compensation from 2020 to current. He noted slips, trip and falls to be an overall concern.

Motion to adjourn made by Stacey Konakowitz, 2<sup>nd</sup> by Ron Bence. The meeting was adjourned at 3:09 p.m.

Next Meeting: June 17, 2025, meeting.

Respectfully Submitted,

Denise Compton  
Health & Safety Recording Secretary

RECEIVED FOR RECORD  
EAST LYME, CT  
2025 MAY 28 A 8:16  
Cathy Hill  
TOWN CLERK