

**TOWN of BEACON FALLS SAFETY COMMITTEE
MEETING MINUTES
OCTOBER 9, 2019**

(Draft Copy – Subject to Revision)

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Rob Pruzinsky called the meeting of the Town of Beacon Falls Safety Committee to order at 10:00 A.M. with the pledge to the flag.

PRESENT: Chairman R. Pruzinsky; L. Greene (Town Clerk); J. Gracy (Public Works); C. Bielik (First Selectman); P. Colon (Custodian); A. Enquist (Library); E. Rodriguez (Police Dept); T. Carey (WWTP); E. Schwarz (Finance); Chris McInnis (HR):

ABSENT: S. Ruhl (Park & Rec.); S. Mis (Town Nurse); J. Baldwin (Building Inspector); P. Betkoski, (Selectman); M. Krenesky (Selectman); R. Egan (Park & Rec.); E. Dionne (Senior Center):

2. REVIEW AND APPROVAL OF ANY MINUTES:

Motion to accept minutes from the July 10, 2019 meeting: **Bielik/Rodriquez**; all aye. (E. Schwartz & T. Carey abstain)

3. COMMENTS FROM THE PUBLIC: NONE

4. CORRESPONDENCE: NONE

5. OLD BUSINESS:

a. OSHA Training for Public Works/CDL Licensing

R. Pruzinsky stated that trainings have not yet been completed, as it is Public Works busy season. E. Schwartz noted online trainings for OSHA compliance could be an option verses an in-person training. C. McInnis noted that it is more expensive to complete in person training and then departments are left without staff for a day. Online training price for employees in Public Works & Wastewater would be about \$600.00. E. Schwartz stated payment will come out of Safety budget line item. C. McInnis will get information on the trainings and price by the end of the week. E. Schwartz will purchase as soon as possible so that staff can complete the trainings by the year end.

b. Training for any Department

T. Carey states that he is the only one in the Treatment Plant with a CDL. It is not in the job description for other Treatment Plant employees to have a CDL. T. Carey states that Treatment Plant is doing some training; E. Rodriguez noted PD training is ongoing; R. Pruzinsky states Public Works will complete online trainings and just completed additional training that was grant funded and provided them \$3,000 worth of equipment; J. Gracy provided information on an upcoming session for Competent Inspection Person training. This is a course offered through NVCOG and it is \$200 per person. J. Gracy noted that at least two members from Public Works should attend as this certification is

needed to inspect excavation work. J. Gracy shared the session information with T. Carey so that he could attend. E. Schwartz said there is funds in the Safety budget to attend the training and C. Bielik urges them to attend. C. McInnis noted that all training certificates should be copied and left in the HR mailbox so they can be included in personnel files.

c. CIRMA - Confined Space Plan

E. Schwartz noted that last time T. Pendell was here he spoke of the training and how it could be expensive. T. Carey noted that they are put in confined spaces regularly and there is a policy/procedure. R. Pruzinsky inquired if anyone is certified in Confined Space. E. Rodriguez mentioned that Waterbury Fire Department may be able to host a training for our employees. They have a training department that conducts training regularly. T. Carey noted that employees must get trained and the blower equipment that is still needed should be purchased. E. Schwartz will check on training and pricing.

d. Municipal Employee Badges

C. Bielik noted that badges are ready to be issued. We have about 98% completed. E. Schwartz spoke about the sign off sheet that was drafted for employees to acknowledge that they have been issued municipal equipment. C. McInnis noted that he can provide a sign off sheet with all current employees and that they also have sticker scan available for any electronics that may be issued in the future. C. McInnis will provide the sign out sheet and employees will sign off when they pick up their badges.

6. New Business

2020 meeting schedule – Quarterly meetings; meeting dates will be January 8, 2020, April 8, 2020, July 8, 2020, October 14, 2020. Kerry will draft 2020 meeting schedule and file it with Town Clerk. A. Enquist inquired about the safety buttons that were installed and if the batteries ever needed to be replaced. L. Greene stated they were installed by Alarm Masters. L. Greene noted they will not call unless we place a call to them for service/inspection. E. Schwartz recommended that L. Greene call for annual service.

A. Enquist inquired if the Library can use an outdoor firepit on Halloween for their Young Harry Potter group event being held at Town Hall. C. Bielik stated he was not comfortable with the fire pit given there will be many children around and the municipality would be responsible. C. Bielik recommended that a space heater could be placed outside, using a properly secured extension cord and a fireplace screen around it to keep residents away from the area.

7. COMMENTS FROM THE PUBLIC: NONE

8. ADJOURNMENT

Motion to adjourn meeting at 10:45 AM: 1st Greene; 2nd Bielik; no discussion; all aye.

The next Safety Committee Meeting is scheduled for **Wednesday, January 8, 2020**, at 10:00AM in the Town Hall Assembly Room.

Respectfully submitted,

Kerry McAndrew
Recording Clerk