



Regular Meeting Minutes June 9, 2015

The meeting of the Oxford Safety & Health Committee (OSHC) was called to order at 10:00 AM.

The following members were present: Chairman Kelly Weymer, Michael Blood, Vice Chairman Margaret West, Sharon Trede, Gordon Gramolini and Secretary Jim Hliva.

Approval of Minutes

MOTION was made by Gordon Gramolini to approve the 5/12/15 Meeting minutes as presented. This was seconded by Vice Chairman Margaret West. All 5 Ayes, 1 Abstention (J. Hliva).

Public Comments

None.

Guest Speaker

None.

Review Injury Reports

Secretary Hliva stated that there were three Injury Reports:

1. An Animal Control Assistant sustained a dog bite. She received medical treatment with no loss of time.
2. A Parks & Recreation Maintenance employee fell again. He was out one day only as that day fell on Memorial Day weekend. The employee was walking down the stairs at Posypanko Park. It was stated that these stairs were recently repaired to make them safer. Gordon Gramolini explained to the committee that stairs are considered landscaping and not structural in nature so no building permit is required. The sub-committee assigned to Posypanko Park will look into the width of these stairs.

3. A Police Officer was directing traffic as a wire fell down on the tent that was erected in front of St. Peter's Church. The wire was whipped up by the wind and as it was heading in the officer's direction, he turned to run and then tripped and fell. He was out for one day.

Other Business

None.

Site Inspections

Chairman Weymer passed out the Town Building Priority List Group Assignment (Attachment 1). The committee reviewed the list.

MOTION was made by Secretary Hliva to approve the Town Building Priority List Group Assignment. This was seconded by Vice Chairman West. All were in favor.

MOTION was made by Vice Chairman West to authorize the Chairman to contact Mr. Vincent Sullivan of Traveler's Insurance and ask for a representative to come to our next month's meeting and conduct a safety inspection of Town Hall along with the committee. This was seconded by Gordon Gramolini. All were in favor.

Discussion ensued regarding the Board of Education and their Safety & Health Committee. Gordon Gramolini stated that he and the Fire Marshal's office inspect the schools on a yearly basis. He does half of the schools one day and the other half the next day. The Fire Marshal's office takes longer.

Secretary Hliva thanked Public Works employees Mike Blood and Joe Dempsey for removing the dead trees around Kirk's Pond.

Teresa Geremski, of the Assessor's Office, asked if she could address the committee. Mrs. Geremski stated that she had recently attended a seminar with Town Hall Safety as a topic of discussion. She explained that she learned a lot of valuable information and that she would like to share this with the committee. She discussed evacuation routes, emergency meeting areas, what to do in certain emergency situations, etc. Mrs. Geremski will provide Chairman Weymer with the documents that were discussed at her seminar once she receives them. Chairman Weymer thanked Mrs. Geremski for her insightful information.

Gordon Gramolini suggested adding evacuation routes, etc. to our Safety Inspection Checklist. Vice Chairman West suggested under Exit Doors and Emergency Lighting.

Chairman Weymer will send a letter to all departments informing them that the OSHC Sub-Committee's will be conducting inspections. It will be asked that all employees complete a list of any issues, items, matters or concerns that they see as a safety and health issue in their office, department or building. The employees can give their lists to the committee members conducting the inspection. The letter will also explain that the Sub-Committee's will contact the appropriate personnel before each inspection.

Adjournment

MOTION was made by Secretary Hliva to adjourn the meeting at 10:43 AM. This was seconded by Vice Chairman West. All were in favor.

Respectfully submitted by,

Kelly M. Weymer
Kelly M. Weymer
Chairman

15 JUN -9 PM 1:14
TOWN OF STURD, CT
Margaret A. West
TOWN CLERK



Town Building Priority List
Group Assignment

Group 1

Kelly Weymer
Dave Ives
Gordon Gramolini

Building Priority List

Public Works
W.P.C.A. Pump Station
Police Department
Center Fire House/Oxford Ambulance
Lily Park

Group 2

Jim Hliva
Sharon Scinto
Mike Blood

Building Priority List

Animal Shelter
Jackson's Cove
Quaker Farms Fire House
Senior Center
Ryan's Courts

Group 3

Margaret West
Madeline Taggart
Sgt. Semosky

Building Priority List

Town Hall
Posypanko Park
Oxford Glen
Riverside Fire House
Aggie Park