

June 17, 2014

The quarterly meeting of the Sterling Safety Committee was called to order at 9:00 a.m. by Chairman, Penelope Keith. Other members' present: Russell Gray, Andrew Aubin and Joyce Gustavson.

Audience of Citizens: None

Approval of Minutes: A. Aubin made a motion, seconded by P. Keith, to approve the minutes of the 03/20/2014 meeting as written and presented. All voted in favor of the motion.

Correspondence: None

Unfinished Business:

- a. **Emergency Drills:** R. Gray will check with the Fire Marshal and Quinebaug Valley Emergency Communications Dispatch to see who needs to be notified prior to conducting a fire drill.
- b. **Library:** Additional child safety electrical outlet covers need to be placed in the children's section of the library and the play/craft area.
- c. **Recreation:** No safety hazards.

New Business:

- a. **CIRMA Risk Management:** George Tammaro of CIRMA (Connecticut Interlocal Risk Management Agency) emailed P. Keith a three-page, Town Hall Facility Assessment Sheet to be used as a guideline for practicing safety measures. The sheet was reviewed and discussed.
- b. **Municipal Gym:** The gym is neat and well kept.
- c. **Senior Center:** Organized and neat.
- d. **Clothing Bank:** Everything was in order.
- e. **OSHA Update:** R. Gray reported that OSHA fined the Town \$1,250 and by complying with the violations, the fine was reduced to \$625. Sharon Chviek, Economic Development Coordinator, is finalizing the paperwork that OSHA is requiring and once that is complete, OSHA will come and give a two hour training presentation on the safe handling of chemicals to the highway crew, as well as, S. Chviek and R. Gray.

Accidents, First Aid, Near Misses: None

Any Other Business to Come Before the Safety Committee: None.

The next meeting is scheduled for 9:00 a.m. on Tuesday, 09/16/2014.

Adjournment: R. Gray made a motion, seconded by P. Keith, to adjourn at 10:15 a.m. All voted in favor of the motion.

Attest:


Joyce A. Gustavson, Recording Secretary