

December 18, 2014

The quarterly meeting of the Sterling Safety Committee was called to order at 9:06 a.m. by Chairman, Penelope Keith. Other members' present: Andrew Aubin, Russell Gray, 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 9/16/2014 meeting as written and presented. Two voted in favor of the motion and one abstention.

Correspondence: None

Unfinished Business:

- a. **Emergency Drills:** R. Gray reported that he checked with Quinebaug Valley and he will need to call them prior to having a fire drill. He will check the location of where the keys are to shut off the fire alarm.
- b. **Winter Safety (Sidewalks and Parking Lot):** R. Gray reported that the North side entrance is in the shade and when the ice/snow melts it runs down the parking lot pooling near the front entrance. He will monitor it as winter progresses.

New Business: None

Accidents, First Aid, Near Misses: None

Any Other Business to Come Before the Safety Committee: The next meeting is scheduled for Thursday, 3/19/2014 at 9:00 a.m. in the Conference Room.

Adjournment: R. Gray made a motion, seconded by P. Keith to adjourn at 9:14 a.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary