

Town of Lebanon
Safety Committee — Regular Meeting
Monday, January 14, 2019 - 2:00 PM
Town Hall Conference Room
MINUTES

Members Present: Administrative Assistant Bernard Dennler, Highway Maintainer Brock Littlefield, School Resource Officer Rob Magao, Bob Cady (Lebanon Volunteer Fire Department), Library Assistant Donna Maheu, Materials Handler Benjamin Treiss, Senior Van Coordinator Eileen Weinstein, Assistant Tax Collector Kelly Lawer
Others Present: First Selectman Betsy Petrie

1.0 Call to Order

Chair B. Dennler called the meeting to order at 2:01 PM.

2.0 Acknowledgement of 2019 Representatives

B. Dennler introduced himself and explained to the new representatives that at the previous meeting the Safety Committee discussed how to bring the committee into compliance with state statutes which required it be composed of a majority of non-supervisors. All representatives then introduced themselves and acknowledged that they had been selected to represent their departments on the Safety Committee for the calendar year 2019.

B. Littlefield is the representative for Public Works. School Resource Officer R. Magao is the representative for Police. B. Cady is the representative for the Lebanon Volunteer Fire Department. D. Maheu is the representative for the Library. B. Treiss is the representative for the Transfer Station. E. Weinstein is the representative for the Senior Center. K. Lawer is the representative for Town Hall non-union employee. B. Dennler is the representative for Town Hall union employees.

3.0 Election of 2019 Officers

B. Dennler informed the members that they would need to elect a new chair for 2019 and discussed the duties of the position. He said the administrative assistant in the First Selectman's Office traditionally serves as the chair, but that he would not nominate himself for the position and it was open to any member.

E. Weinstein MOVED to make B. Dennler the 2019 Safety Committee Chair. K. Lawer SECONDED.

MOTION CARRIED 7:0:1 with B. Dennler abstaining

E. Weinstein asked if B. Dennler would like someone else to take the minutes for future meetings. B. Dennler said yes and asked if she would be willing to serve as Recording Secretary.

B. Dennler MOVED to make E. Weinstein the Recording Secretary for 2019 effective the April 15, 2019 meeting. K. Lawer SECONDED.

MOTION CARRIED 7:0:1 with E. Weinstein abstaining

2.0 Approval of Minutes from the October 22, 2018 regular meeting

B. Dennler explained that only members present at the previous meeting should vote to approve its minutes. Since there had been a significant restructuring of the committee since then, most members would not be able to vote.

B. Dennler MOVED to approve the minutes of the October 22, 2018 regular meeting of the Safety Committee. D. Maheu SECONDED.

MOTION CARRIED 2:0:6 with B. Littlefield, R. Magao, B. Cady, B. Treiss, E. Weinstein, and K. Lawer abstaining

4.0 Discussion by Department

- **Public Works:** B. Littlefield stated there were several areas where the Public Works Garage needs improvement. He mentioned the condition of the facilities structure itself. He also raised concerns about the wash bay which he said has not been drained, a lack of secondary barriers around some oil drums, problematic door handles, fire extinguishers which are not properly mounted, tripping hazards, dead batteries in emergency lighting, and a lack of a solid structure for the salt shed. B. Dennler and B. Petrie stated that issues related to the structure are part of the conversation around the future of the facilities which need approval from various boards and even voters to approve funding. A solution to the salt shed is currently in the works. B. Dennler said the smaller issues can be addressed more quickly, such as the tripping hazards, fire extinguishers, handles, and emergency lighting. B. Littlefield said he could provide photos of the areas to Selectman's Office.
- **Police:** R. Magao said he has been bringing some issues to the attention of the schools but had not noticed any police-specific safety issues since beginning as the town's School Resource Officer in December. He noted one cruiser does not have a computer in it currently. He said security concerns regarding cleaning of the RST office had been resolved. He said Resident State Trooper Collin Konow did not ask him to bring up any other issues.
- **Fire:** B. Cady said the bay floors are slippery and that the floors should be striped to make parking easier in poor lighting. He also described drainage issues affecting some of the entrances of the building that could

also cause water to enter the basement. He suggested installing more canopies or drainage, particularly at the west end entrance of the Fire Safety Complex. He said he was concerned about these areas icing over during the winter and was concerned that there were no snow brakes on roof. B. Dennler asked if there were any steps that could be taken in the short term to mitigate these problems during the current winter. B. Cady said more sanding would help.

- **Library:** D. Maheu asked that the wire from the tree lighting tree be removed now that the holidays are over. She said there were no other concerns.
- **Transfer Station:** B. Treiss said fire extinguishers had not been professionally inspected since July 2017. B. Dennler and B. Petrie said an inspector went to the DPW in 2018 and was supposed to go the Transfer Station. They said they would double check to make sure the inspection occurred.
- **Senior Center:** E. Weinstein said they have been proactive about salting and all vans have had yearly safety inspections.
- **Town Hall:** K. Lawer said she did not have anything to report. B. Dennler read a letter from the Town Clerk who raised concerns about the lack of security protocol for Town Hall. B. Dennler asked R. Magao if he had any ideas for how employees could alert each other to an emergency involving a dangerous individual. He suggested an alarm system or use of fire alarms. He also said something like air horns could be effective for alerting others and scaring off someone with bad intentions.

5.0 Discussion with CIRMA representatives

No CIRMA representatives were available.

7.0 Adjournment

B. Dennler MOVED to adjourn the meeting at 2:45 PM. E. Weinsteiner SECONDED.

MOTION CARRIED 8:0:0

Respectfully Submitted,
Bernard W. Dennler III
Chairman