

**Worksite Safety and Health Committee
December 8, 2016**

Present: Emergency Management Director William Buckridge, Public Works Director David Caroline; Cafeteria Supervisor Jane Hall, Principal Scott Jeffrey, Assistant to Selectmen Maria Lucarelli, Parae-educator Representative Susan Pire, Deb Boutiller, Visiting Nurses of the Lower Valley Mark Appellof, Park and Recreation Director Mary Ellen Barnes, Director of Health and Sanitarian Lisa Fasulo, Maintenance Supervisor Tom Fitzgerald, and First Selectman Norman M. Needleman.

Lisa Fasulo called the meeting to order at 7:48 a.m.

Approval of the Agenda:

Motion was made by Mary Ellen Barnes to approve the agenda. Lisa Fasulo seconded the motion, it was unanimously approved. Motion carried.

Approval of the Minutes:

Motion was made by Mary Ellen Barnes to approve the June 2nd, 2016 minutes. Keith Nolin seconded the motion, it was unanimously approved. Motion carried.

Communications and Correspondence: None

Old Business: None

New Business:

David Caroline had no injuries to report. The new public works building is up at Dump Road and everyone is working in a safe manner.

William Buckridge had nothing to report.

Jane Hall reported there were no injuries.

Jennifer Tousignant, the new Essex Elementary School Principal reported that a student has hit and punched staff members and they are working closely with the student's parents and getting the support they need.

Mary Ellen Barnes had no incidents to report except that a bus went over the curb and brushed against a telephone pole. It was considered to be an incident, not an accident. No one was hurt. There were inquiries from parents regarding the incident and all concerns and inquiries were forwarded to Trooper Tretter.

Mary Ellen is planning next summer activities, including summer camp. Tom Fitzgerald stated the school floors may be redone in the gym, so the gym may be off limits during some of the summer camp weeks. Mary Ellen stated they are planning two field trips per week for summer camp and the backup plan would be to use the school cafeteria and possibly a day or two at the Essex Town Hall.

Tom Fitzgerald had no report of any injuries and the Maintenance staff is scheduled to do their asbestos training.

Maria Lucarelli reported that one officer was out with a foot injury that was sustained during a required weekend police training event.

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Steve Pendle, the Risk Manager from CIRMA, suggested the Town possibly hold training for strains and sprains sometime in the future. Mr. Pendle also reminded everyone that if anyone receives a Form 30C that it must be filed with the Town Clerk and CIRMA needs to be alerted upon receipt of the form.

Mr. Pendle reminded everyone that CIRMA has E-learning and online learning. The training is easy and trackable and all done online. When training is complete, certificates can be printed.

Mark Appellof – Lower Valley Care Advocates, reported that they have just about wrapped up with their flu shot clinics. They do not turn anyone away if they need flu shot.

Lisa Fasulo had nothing major to report except that the Land Use Department is now officially in their new office space upstairs.

Keith Nolin had nothing to report.

2017 Worksite Safety and Health Committee Meeting Schedule

Motion was made by Keith Nolin to approve the 2017 Worksite Safety and Health Committee Meeting Schedule. Mary Ellen Barnes seconded the motion, it was unanimously approved. Motion carried.

Meeting Dates

Next meeting will be Thursday, March 2nd, 2017.

Old Business: None

Motion was made by William Buckridge to adjourn at 8:22 a.m. David Caroline seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Maria Lucarelli