

**Worksite Safety and Health Committee  
December 7, 2017**

Present: Public Works Director David Caroline; Assistant to Selectmen Maria Lucarelli, Essex Elementary School Principal Jennifer Tousignant, Director of Health and Sanitarian Lisa Fasulo, Teacher Representative Deb Boutilier-Minor, Maintenance Supervisor Tom Fitzgerald, Cafeteria Supervisor Jane Hall, Fire Marshal John Planas, Working Foreman Ryan Welch, CIRMA Risk Manager Stephen Pendl, Visiting Nurses Representative Debbie Ringen.

Lisa Fasulo called the meeting to order at 7:50 a.m.

**Approval of the Agenda:**

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

**Approval of the Minutes:**

**Motion** was made by Lisa Fasulo to approve the September 7, 2017 minutes. David Caroline seconded the motion, it was unanimously approved. Motion carried.

**Communications and Correspondence:** None

**Old Business:** None

**New Business:**

Steven Pendle from CIRMA reported on cyber awareness and he reminded everyone to be alert of your own personal credit cards and to use due diligence. Steve asked if everyone would like to do a regional cyber training class and the general consensus that everyone was interested in attending. There was discussion of doing it early one morning at Town Hall, possibly starting at 8 am.

Ryan Welch reported there is nothing new to report. Ryan did mention that Public Works held their annual snow plow meeting yesterday morning to discuss and prepare for the next storm. The meeting went well.

Dave Caroline had nothing to report except that sand has been ordered and the trucks are ready to go.

Jane Hall reported that everything is fine in the kitchen and although they have a new dishwasher, they are still waiting for it to be commissioned. It is wired and plumbed, just waiting for the installation. They have been using disposable containers for food, since they do not have a dishwasher hooked up.

Jennifer Tousignant had nothing new to report.

Tom Fitzgerald had nothing new to report.

John Planas is the Interim Fire Marshal and he reminded everyone to keep exhaust vents clear of snow and to please keep fire hydrants clear. John mentioned that it is encouraged that homeowner's who have a fire hydrant in front of their homes to please clear them.

There was a discussion that the fire department has a list of the hydrants in Town. There was discussion to putting in an article in Essex Events to remind people with hydrants, to please clear them.

Mary Ellen Barnes had nothing new to report.

Deb Boutilier-Minor had nothing new to report.

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Lisa Fasulo mentioned it is flu season and to remember to wash your hands frequently to help prevent yourself from getting sick.

Lisa mentioned that Eversource had an issue with their communication system during this recent storm. Their communication system went down due to the significant number of calls reporting outages in Connecticut. Eversource is working on improving their 1-800 number, so their system will not go down in the future. Many people were frustrated that they could not get through to Eversource, so they were calling the Town asking for help in reporting their outage. The Town was able to send emails to Eversource to report outages, but hopefully next time people can report their outage directly to 800-286-2000. Eversource really needs people to call into the 800 number so they can pin point exactly where the outages are. Although Eversource can tell where a general area is out, it is best to call so they can get the exact location and/or exact homes that are without power.

Debbie Ringen reported that they too had issues with their office without power and their Internet went down. But they were able to do a "live" test of their emergency plan and they are looking at improving the plan. Debbie reported that the patients are supposed to notify their power company directly if they are without oxygen. They finished their flu clinic and they are still getting walk-ins. They recently had a walk-in where they had to call their crisis team.

2018 Worksite Safety and Health Committee Meeting Schedule

**Motion** was made by David Caroline to approve the 2018 Worksite Safety and Health Committee Meeting Schedule. Tom Fitzgerald seconded the motion, it was unanimously approved. Motion carried.

Meeting Dates

Next meeting will be Thursday, March 1, 2018.

Old Business: None

**Motion** was made by David Caroline to adjourn at 8:12 a.m. Tom Fitzgerald seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria Lucarelli