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TOWN OF HEBRON
HEALTH AND SAFETY COMMITTEE

Thursday, November 17, 2022
Virtual Regular Meeting - 2:00 p.m.

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AGENDA

1. Call to Order
2. Attendance/Roll Call
3. Review/Acceptance of Meeting Minutes:
 - a. September 15, 2022 Regular Meeting
4. Review Injury/Incident Reports (September 15, 2022 - present)
5. Department Reports
 - a. Fire – Thurz
 - b. Police – Reed
 - c. Library – Sullivan
 - d. Senior Center – Garrard
 - e. Public Works – Gazdzicki
 - f. Parks & Recreation – Santos
 - g. Town Office Building - Lanza
 - h. Horton House - Caisse
6. Old Business
 - a. COVID-19 Pandemic Update
 - b. Facility Assessments
 - c. Bomb Threat Policy
 - d. Lock Down Policy for Public Buildings
 - e. Building Security Measures
 - f. Wellness Committee Update
 - g. Training: Fire Extinguishers, CPR/Defib and BBP
 - h. Any Other Old Business
7. New Business
 - a. Approve 2023 Meeting Schedule
 - b. Any New Suggestions
 - c. Any Other New Business
8. Next Meeting: February 9, 2023
9. Adjournment

CHECK FIRE EXTINGUISHERS, DEFIBRILLATORS AND SUGGESTION ENVELOPES!!

TOWN OF HEBRON
HEALTH AND SAFETY COMMITTEE
Thursday, September 15, 2022 – Virtual Regular Meeting

Members present: Donna Lanza, Sharon Garrard, Kevin Sullivan, Erica Santos, Frank Gazdzicki

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D. Lanza called the meeting to order at 2:04 p.m.

Review/Acceptance of Meeting Minutes:

February 10, 2022, Regular Meeting minutes unanimously approved as presented on motion by F. Gazdzicki and second by S. Garrard.

June 30, 2022, Special Meeting minutes approved (4-0-1 abstention by K. Sullivan) on motion by S. Garrard and F. Gazdzicki.

Review Injury/Incident Reports (June 30, 2022 to present):

August 24, 2022, Public Works Department employee injured leg when fell in a hole.

July 14, 2022, Recreation Department staff member injured leg at day camp field trip.

Department Reports:

Fire Department – No representative at meeting; no report.

Police – No representative at meeting; no report.

Library – Fire alarm issue last week, sensor needs to be replaced. Flood over summer in lower level repairs have been completed. Public Works painted the curb by front door.

Senior Center – Everything is good.

Public Works – Transfer Station railings repaired and pavement repaired and filled holes.

Parks and Recreation – Nothing to report.

Town Office Building - Nothing to report.

Horton House: No representative at meeting; no report.

Old Business:

D. Lanza reported that the State of Connecticut came in to conduct the health and safety audit with good report.

COVID-19 Pandemic Update: Status quo. Most Boards and Commissions continue to meet virtually. Couple of COVID outbreaks among the staff.

Facility Assessment – Continue on agenda.

Bomb Threat Policy and Lockdown Policy for Public Buildings – Tabled – Need Resident State Trooper input.

Building Security Measures: D. Lanza reported continuing to work on security measures for all Town buildings and additional funding has been approved from the town's ARPA funding allocation. Keyless entry, additional cameras and other upgrades. Will be meeting with vendor to plan and will be out to buildings to do surveys and get started on the project.

Wellness Committee Update: RHAM Consortium will be kick starting the wellness initiatives.

2022 SEP 22 P 4: 17
Carla A. Tompkinson
HEBRON TOWN CLERK

Training: Fire Extinguishers, CPR/Defib and BBP: Will work with Fire Department to schedule training. Parks has done required training for parks employees and PREP. Fire extinguisher training has been conducted with Library staff.

S. Garrard asked about COVID test kits due to expire in October. D. Lanza stated that the expiration dates were extended by six months, but the Town does have a supply and access to more if needed.

Any New Suggestions: No suggestions.

New Business

D. Lanza mentioned that Public Information Meeting will be held on September 19, 2022, on the Public Works Building Project. Current Public Works facility is in need of replacement and a letter was recently received from the Public Works Union expressing concerns about the conditions of the existing facility.

Next Meeting: Will be scheduled for November 17 rather than November 10, 2022.

Adjournment: The meeting adjourned at 2:17 p.m. on motion by S. Garrard, second by K. Sullivan unanimously approved.

Respectfully submitted,

Donna Lanza

TOWN OF HEBRON
HEALTH AND SAFETY COMMITTEE 2023 MEETING SCHEDULE

Proposed November 17, 2022

Thursday, February 9, 2023
Regular Meeting

Thursday, May 11, 2023
Regular Meeting

Thursday, September 14, 2023
Regular Meeting

Thursday, November 9, 2023
Regular Meeting

Thursday, February 8, 2024
Regular Meeting

Meetings will be held at 2:00 p.m. Virtual or Location TBD