



Meeting Minutes October 12, 2016

The meeting of the Oxford Safety & Health Committee (OSHC) was called to order at 10:08 AM.

The following members were present: Chairman Kelly Weymer, Michael Blood, Sharon Trede, Vice-Chairman Margaret West-Mainor and Gordon Gramolini.

Approval of Minutes

MOTION was made by Vice-Chairman Margaret West-Mainor to approve the 9/14/16 meeting minutes as presented. This was seconded by Gordon Gramolini. All were in favor.

Public Comments

None.

Guest Speaker

None.

Review Injury Reports

None.

Site Inspections

Chairman Weymer stated that she spoke with Scott Halstead regarding the W.P.C.A. Pump Station's inspections and Mr. Halstead had stated that he is still working on the necessary corrections. Chairman Weymer also reviewed the Ryan's Courts inspection findings with the Parks & Recreation Director. She has not heard back from Mrs. Gatto as of yet. Chairman Weymer also stated that she has not been able to schedule a meeting with the Road Foreman to review the Public Work's inspection findings. She will discuss this further under 'Other Business'.

Other Business

▪ **CONN OSHA Surprise Inspection Update**

Chairman Weymer explained that Ellen Burgum on CONN-OSHA arrived at Town Hall last Wednesday to conduct surprise inspections of Town buildings. She was inspecting Town Hall, Public Works, Police Department, Senior Center and the Animal Shelter. There is a meeting at 11:00 AM today to review her findings. Chairman Weymer was asked to attend on behalf of this committee and as President of the Municipal Employees Union. She stated that any member of this committee is more than welcome to attend this meeting if they are able to.

Gordon Gramolini stated that OSHA is in Oxford at least three times a week; at Haynes, Oxford Greens, CPV's Power Plant. So it is no surprise that they would come to inspect the Town buildings. Michael Blood mentioned that anyone can call OSHA and ask for an inspection. By doing this you avoid paying fees because they let you know of any violations beforehand.

Chairman Weymer stated that once she receives the full report she will then email it to all members.

▪ **Update on Alarmed Doors**

Chairman Weymer explained that all four doors have been alarmed and are working properly. As stated before, they have been mistakenly set off twice and work very well. Again, Chairman Weymer stated that some employees were very upset with installing these alarms as they would now have to walk further to get outside. It was mentioned that the Land Use door was de-activated so employees could go out that way instead of walking around. Chairman Weymer stated that had happened but the employee was spoken to about it. The committee will address this issue if it becomes a problem. Chairman Weymer stated that any employee who is upset for having to walk a few more feet to go outside should attend one of our meetings. After all, we are a Safety and HEALTH committee.

▪ **Emergency Situation and Evacuation Procedures**

Chairman Weymer requested that the members continue to review these procedures. However, the report from CONN-OSHA will inform the committee the items and areas that need to be addressed. Once the report is received we can include the comments into our procedures. Then we can finalize them and distribute them. Then staff meetings can be scheduled to review the procedures. Hopefully we can have a fire drill in the spring.

Chairman Weymer did speak with an architect and he is willing to re-do the Plan for the Emergency Evacuation or Fire Drill so it could be more easily read. She explained that there will most likely be a fee.

MOTION was made by Vice-Chairman West-Mainor to request a quote from the architect for re-doing the Town Hall's Plan for the Emergency Evacuation or Fire Drill sketch. This was seconded by Gordon Gramolini. All were in favor.

▪ **2017 Meetings**

The committee discussed having meetings monthly or bi-monthly.

MOTION was made by Gordon Gramolini to hold bi-monthly meetings (January, March, May, July, September and November) in 2017. All meeting will be held the second Wednesday of that month at 10:00 AM. This was seconded by Michael Blood. All were in favor.

▪ **Matters As Deemed Necessary**

* Gordon Gramolini explained that CPV is conducting a fire drill at the power plant site today at 11:00 AM. He also pointed out that the plane crash in East Hartford yesterday is under investigation by the F.B.I.. The plane was from a flight school and the student was not a U.S. citizen. The investigation is because it appears that the crash may have been intended for Pratt & Whitney and that the pilot may have stopped the plane from hitting its supposed target. He worries about CPV and the fuel storage on that site. He explained that planes already fly low over that area. Gordon further told the committee that when Spectra Energy was built it he was told that they did not recognize his authority as Building Official. He only conducted one inspection of a meter. Other than that, he was not allowed on that site. He submitted documentation to the Administration and State concerning this matter.

* The committee questioned the vacancy on the OSHC. Chairman Weymer stated that there is a Town Hall employee who is willing to serve on the committee. The matter was placed on the Board of Selectmen's agenda, however it was tabled as a resignation had not submitted to the Town Clerk. It was stated that the individual was undecided on whether to resign. The committee questioned the conflict of interest that was originally stated for the reason of the resignation at the July meeting. Members questioned the fact that this individual had put them in the middle of situations for just being a member of this committee. It was pointed out that it is not part of our policy statement to detail specific plans of the Administration to other employees; especially if not implemented by this committee. Some of these actions and implements have been controversial and it is unfair and deceitful to assume that any member, union or non-union, would present the Administration's plans to other employees; that is solely the responsibility of the Administration. The committee specifically discussed the fact that the Administration stated 'safety' as the reason behind installing GPS in some of the Public Works vehicles. However, it was pointed out that if 'safety' was the actual reason, then it should have been installed in ALL town vehicles. The committee questioned whose decision it was on which vehicles were to receive the GPS systems. All members agreed that our mission statement is taken very seriously and do not wish to be used as pawns for

personal, political or financial matters. That would be a direct violation of the Town of Oxford's Code of Ethics, specifically Section 5.0 Conflict of Interest.

MOTION: was made by Vice-Chairman West-Mainor to authorize the Chairman to send a letter to the First Selectman outlining the above statements and concerns, including timelines, and ask for guidance on this matter being sure to cite the Section 5.0 of the Code of Ethics. This was seconded by Sharon Trede. All were in favor.

Adjournment

MOTION was made by Gordon Gramolini to adjourn the meeting at 10:55AM. This was seconded by Vice-Chairman West-Mainor. All were in favor.

Respectfully submitted by,



Kelly M. Weymer
Chairman

16 OCT 20 PM 3:18
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK