

**TOWN-WIDE SAFETY COMMITTEE  
REGULAR MEETING  
October 15, 2009  
1:30 P.M.  
First Floor Conference Room  
33 East Main Street, Portland, Connecticut**

Members Present: Michelle Ceppaglia, Rosanne Darna, Nancy DiGirolamo, Mary Pont, Don Powers, Carol Revicki, Tom Robinson, Karen Slocum,

Members Absent: Tim Aresco, Susan Bransfield, Sean Dwyer, Steve Mather, Ron Milardo, Kevin Supinski, Lincoln White

1. **Meeting called to order** at 1:30 P.M. by Finance Director Tom Robinson, in the first floor conference room.

Tim Aresco, Steve Mather and Mathew Layman were involved in the annual CASHO 2009 Snow Plow Safety Roadeo today and therefore unable to attend the meeting.

Mr. Robinson proceeded to review with the Committee the minutes of September 17, 2009.

2. **Accept Agenda**

Motion was made by Rosanne Darna, seconded by Carol Revicki to approve the agenda as presented. Vote unanimous, motion carried.

3. **Correspondence:** None.

4. **Old Business:**

- a) The alarm system in the Tax Collector's Office is still not directly linked to Central Dispatch due to Dispatch still has not updated its server combined with the impending Area Code mandate of dialing ten digits starting November 1<sup>st</sup>.
- b) Buck Foreman: The second floor meeting room remains closed to the public due to problems with the underlayment. Carpet color has been selected; completion is expected in 3 months.
- c) Buck Foreman/Police Station flooding on the ground level: the Building Official has requested an architectural modification; this project is ongoing.
- d) Senior Center: Upper floor – door handles were broken, repairs are underway, and hardware has been ordered. The lower door issue was an operator error and does not require maintenance.

- e) Company #1 Firehouse: Outside overhead lights under review; ongoing.
- f) Hand Sanitizers / H1N1 flu: Town employee flu clinic was held on October 8<sup>th</sup>; Senior Center is hosting a flu clinic on October 23<sup>rd</sup> and November 19<sup>th</sup> by appointment only

5. **New Business:** None.

6. **General Discussion**

Safety Log Update: No update at this time.

Karen Slocum asked on behalf of the Library if they could purchase sanitizing cloths to clean the children's toys. Tom Robinson said he would consult with Paul Bengston to determine what the school system uses and perhaps they could share on a purchase of supplies. Carol Revicki mentioned the Kids Blast program uses Clorox wipes to clean their toys.

Next regular meeting scheduled for Thursday **November 19, 2009** at 1:30 PM, in the Town Hall conference room. If you are unable to attend, please report your absence to the First Selectwoman's Office.

7. **Adjournment:** Meeting adjourned at 1:44 PM.

Respectfully submitted,

Michelle Ceppaglia, Executive Secretary