

Town of Hampton
Public Works Safety Committee Minutes
Regular Meeting November 9, 2010
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DRAFT - TO BE APPROVED AT THE FEBRUARY, 2011 MEETING

A regular meeting of the Public Works Safety Committee was held on Tuesday, November 9, 2010 at the Town Hall.

Present: Chair Toby Vertefeulle, Foreman Daryl Christadore, Road Crew member Brad Waite, Selectman Dionne, Marlene Aulten, Recording Secretary

Absent: Transfer Station Supervisor Ralph Brand

Chair Vertefeulle called the meeting to order at 9:55a.m.

Audience for citizens - none

Approval of minutes: Minutes of August 10, 2010 meeting -

MOTION: Chair Vertefeulle moved to approve with the correction of a misspelled word under New Business, Item B (plumed should have been plumbed); Selectman Dionne seconded; all in favor; motion carried.

Additions to agenda: Under New Business:

1. Annual Fire Extinguisher Inspections
2. Schedule of meetings for 2011

MOTION: Chair Vertefeulle motioned to add the above items under New Business; Selectman Dionne seconded; all in favor; motion carried.

Old business:

- A. **Update - mold in garage - have chimney and elevated office floor issues been addressed?** No. Heaters have been running, and the crew has bleached the walls, but there are still significant mold issues due to a leaking roof; the leak causes the furnace and heaters to shut off. The crew was not sure if the necessary repairs to the old garage were in the plan to occur concurrently with the building of the new garage. Daryl will speak to First Selectman Donnelly about this.
- B. **PPE Update - has purchase of boots, foam earplugs, and work gloves taken place - any other anticipated purchases prior to winter?** Yes to the first question; no the second. The crew is all set at this time.
- C. **Follow up on Item B, New Business, from August Meeting:**
 1. **Status of eye wash station in new garage** - it was not in the plans to have a plumbed in station; it will be a free standing station; the one that is currently in the old garage will be utilized.
 2. **Flammable Storage products - what type of storage does OSHA Require?** Daryl spoke with an OSHA representative - they will not have any storage requirements at the new garage as the volume of flammable liquids that will be stored there is below the threshold at which storage regulations apply.
 3. **Did chain hoist need re-certification?** Daryl spoke with a representative at *Cable Works*; he was told the hoist did not need re-certification at this time. It will continue to be inspected every 6 months.
- D. **Follow up on Item C, New Business from August Meeting:**
 1. **Were SLOW/STOP retro-reflective signs purchased:** Yes; 2 were purchased for a total cost of approximately \$120.00
 2. **What was outcome of having J&S fix/upgrade radios previously purchased from them?** Daryl had J&S inspect the two radios they crew

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had, and they were repaired as needed. A third radio was purchased. All are working correctly now for the short range (approximately ¼ to ½ mile), which is all that is necessary for traffic control under most circumstances. For greater distances, the crew keeps in touch via their cell phones.

New business:

- A. **Annual Fire Extinguisher Inspections:** Will be completed by the end of the year. Toby is seeking quotes from Shipman's and Fire Fighting Equipment and will hire the Company that comes back with the best quote. The fire extinguishers at the following locations are inspected yearly: Community Center, Transfer Station, Town Garage (including those that must be kept in the vehicles), and the Town Hall. The school takes care of their own annual inspections. The AED device is inspected monthly.
- B. **Set 2011 Meeting Schedule - Note:** All meetings are weather dependent and may need to be rescheduled on short notice due to unforeseen circumstances. Meetings are held in the Town Hall Conference Room and begin at 9:30a.m.
- February 1, 2011**
May 10, 2011
August 9, 2011
November 8, 2011

Adjournment: There being no further business to come before the Committee, meeting adjourned at 10:20a.m.

Next meeting - February 1, 2011 at 9:30a.m.

Respectfully Submitted,
Marlene B. Aulten
Recording Secretary