

Minutes
Meeting of the Safety Committee
December 20, 2022

Subject to Approval

Present: Jeannette Holdridge, Sam DeBurra, Jaclyn Lehet, Debra Ferrante, Kelsey Haddad, Nancy Martucci, Jon Walter, Tom Sander, Sharon Clarke, Ellie Gillespie

Call to Order: 10:04am

Public Comments: No one from the Public was present

New Business:

1. Security and door fobs. Selectwoman's Office has two Panic Buttons. Request for a second Panic button for the HR Office. All offices should have more than one. Sam to verify with Art.
2. First Amendment Auditors visit to Town Campus. Discussed that they can walk through the main open space but they are not authorized to go into private offices or where it is designated as employees only. Additional "employees only" signs to be ordered. Nancy Martucci discussed having a FOIA training, this training lasts for about an hour and talks about handling possible public interference with a work day. Discussed whether this training should be mandatory.
3. Cameras are being installed in the Highway Garage.

Old Business:

1. ALICE training to be conducted in the Spring 2023.
2. Building security – may need to get additional fobs if the building security is not updated.

Other:

- CPR and AED Training to be offered in the Spring for employees.
- Installation of backup cameras on Town Highway trucks.

Adjournment: Meeting adjourned at 10:45am. Next meeting is March 21, 2023.