

**HEALTH AND SAFETY COMMITTEE
MEETING MINUTES**

Tuesday, September 9, 2025, at 2:30 PM
Town Hall

In attendance: E. Disbrow, M. O'Toole, J. McDonald, B. Sodergren, C. Mello

Absent: E. Couture and D. McDougall

1. Due to the absence of Eric, Elizabeth chaired the meeting and called the meeting to order at 2:36 pm.
2. Jim moved to approve the minutes of 6/10/2025 as submitted. The motion, seconded by Chris, passed unanimously.
3. New Business

Chris asked about CPR/First Aid/AED training for employees. A class has been available to town employees and residents by the Ambulance Association for the months of August and September. Anyone can sign up and take the class. Michele stated Tax Clerk Brian Winchell took the class and said it was worthwhile.

Chris is concerned that residents and visitors of the town do not know where the AED devices are located on the town properties. He noticed the one at Parmelee Farm was locked inside the pavilion. He has arranged with KAA to have a new, heated one installed in a public location. The committee went through the known locations and we thought it would be great to verify the locations. Chris will be sure the Transfer Station employees know the closest location for them. Michele will reach out to Pat Miller at KAA and confirm the locations and Eric will write an article for distribution to residents.

4. Old Business

Fire Escape Maps: Fire escape route maps have been designed and laminated by Elizabeth and Michele and they are now located in each office in Town Hall.

Fire Drill Date: After a quick discussion, the committee determined that Thursday October 9th will be a good day for a fire drill in Town Hall as it is Fire Prevention Week. Ben asked if he should be doing fire drills at the library. Jim replied no since there could be many visitors in the building that would not really benefit from such a drill. The fire drills are for employees. If a group is using the building, the group leader is responsible for letting everyone know where the fire exits are.

Jim asked for an update on the speed tables. Elizabeth moved to add item 4c to the agenda, discussion of speed spies, second by Jim. Elizabeth noted there are two speed spies placed around town. Jim mentioned that Westbrook is looking into speed table placement and possible ordinances for such. Chris said in his research that New Britain did an experiment with them and they did not like them because the speed tables interfered with emergency vehicles. Elizabeth will ask Eric to check with RiverCOG towns to see if they have research and/or tried them.

5. There being no further business, Jim made the motion to adjourn, seconded by Elizabeth. The meeting adjourned at 2:43.

Respectfully submitted,

Michele O'Toole