

SPECIAL MEETING MINUTES

SAFETY COMMITTEE

Wednesday, April 17, 2024

2:00 PM

**Adella G. Urban Administrative Offices Conference Room & Virtual
323 Route 87, Columbia, CT**

Members Present: Mark Walter, Town Administrator; Beth Lunt, Public Works Director; Dan Johnson, Facilities Manager; Mike Lester, Fire Marshal.

Members Absent: Jerry James, Emergency Director; Jacob Plitt, Recreation Director; Kristina Vivino, State Trooper; Kara Levenduski, Principal Horace W. Porter School.

CALL TO ORDER: M. Walter called the meeting to order at 2:10 pm.

1. **APPROVAL OF AGENDA:** E. Lunt MOVED to Approve the Safety Committee Agenda as presented. M. Walter SECONDED the MOTION. MOTION CARRIED 5.0.
2. **APPROVAL OF MINUTES:**
 - 2.1 **Safety Committee Special Meeting Minutes 1/17/24.** M. Lester MOVED to APPROVE the Safety Committee Special Meeting Minutes. M. Walter SECONDED the Motion. 2.0.2 with D. Johnson and E. Lunt Abstaining.
3. **OLD BUSINESS:**
 - 3.1 **Fire Drill.** May 2, 2024 is the scheduled fire drill. The list of contacts will be kept inside in the maintenance closet inside the Library. A separate list will be held by the Town Administrator's office with staffs name, schedule, and cell phone number. May 2, 2024 is the scheduled fire drill.

M. Lester said he will find a State certified instructor for anyone who wants to be trained with fire extinguishers.
4. **NEW BUSINESS:**
 - 4.1 **OSHA Lessons Learned.** E. Lunt said she would like to see CIRMA provide OSHA refresher courses. Between CIRMA and OSHA it would be a good idea to reach out to them and ask for updates.
5. **BOARD MEMBER COMMENTS:** M. Lester will meet with the Zoning Enforcement officer and Building Inspector about the abandoned home at 15 Cherry Valley Rd. and a structure at 7 Cherry Valley Rd. and the status on both properties. 7 Cherry Valley Road driveway is not passable. M. Lester will report back to M. Walter on the status.
6. **ADJOURNMENT:** M. Walter MOVED to ADJOURN at 3:02 pm. E. Lunt SECONDED the MOTION. MOTION CARRIED 4.0.

Respectfully submitted by Jennifer C. LaVoie