

*Town of Hampton*  
*Public Works Safety Committee Minutes*  
*Regular Meeting -February 9, 2010*  
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**DRAFT - TO BE APPROVED AT THE MAY 11, 2010 MEETING**

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

**Present:** Chairman Toby Vertefeuille, Foreman Daryl Christadore, Brad Waite, Transfer Station Supervisor Ralph Brand, and Selectman Dionne.

Chairman Vertefeuille called the meeting to order at 9:45a.m.

**Audience for citizens** - none

**Approval of minutes:** Minutes of December 15, 2009 meeting.

**Motion:** Ralph Brand made a motion to accept the minutes as written; seconded by Daryl Christadore; all in favor; motion carried.

**Additions to agenda:** Ralph Brand requested that the retaining wall near the metal recycling bin be discussed under New Business.

**Old business:**

- A. **Training update** - A CPR course, being taught by Joan Marquis, will be held at the on Wednesday, February 24, 2010. Ralph, Toby, and Daryl need to obtain their CPR re-certification. Toby needs to speak with Joan prior to that to see if they are spaces available and whether or not there is a cost. If those needing re-certification are unable to attend the February 24 course, another will be scheduled for April, and this one will be offered to all Town Employees who need re-certification or want to seek their initial certification.
- B. **CONN-OSHA** - There is a Work-Zone Safety workshop on April 6, 2010, 10:00a.m. to noon in Wethersfield. The Road Crew will be attending. In addition, Brad needs to obtain his Flagger Certification, and will attend a workshop in the spring.

**New business:**

A. **Discuss Budget Issues:**

1. **Charges Assigned to Safety Line Item**

There are several items whose costs have been posted to the Safety budget that the Crew is requesting be moved to the Maintenance budget (or other budget line item as Treasure Rodriguez deems appropriate), as the Safety Budget was established to cover the cost of PPE (Personal Protective Equipment), vaccinations, and safety-related training/workshops. Those items are:

- Fire Extinguisher charge in the amount of \$215.50
- Generator charge in the amount of \$41.29
- Truck back-up/flashing light in the amount of \$114.00

Marlene will provide Treasurer Rodriguez with this information so that she can re-assign those items.

2. **Estimated Budget needs for 2010-2011 FY** - Chairman Vertefeuille does not anticipate the need to increase the budget (currently at \$2,000.00 per year) for the 10-11 FY.

It was noted that Brad will need to purchase the proper safety boots in this FY, and there is approximately \$600.00 remaining in the Safety Budget for the 09-

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10 FY. It was also noted that the Transfer Station employees need new gloves and safety boots. Ralph Brand will obtain the O.K. from First Selectman Donnelly to make these purchases. In addition, a fire extinguisher will be needed for the new backhoe.

**B. CONN-OSHA information regarding mold and air-borne pollutants:**

Chairman Vertefeuille submitted an OSHA FACT SHEET regarding mold/air-borne pollutants. This fact sheet is attached to the hard copy version of these minutes, and available for review in the First Selectman's Office.

Chairman Toby Vertefeuille noted that there are significant moisture/mold issues at the Town Garage, and he will be utilizing a mold-test kit to determine levels. He noted that he, Brad, and Daryl seem to have sinus/bronchitis/coughing related issues that are exacerbated when they are in the Garage, especially during stretches of wet weather. He will provide results from the testing as soon as they become available. Toby also noted that there are many ceiling tiles in the lower level of Town Hall that may be harboring mold and should be removed.

**C. Transfer Station Safety Issue:**

Transfer Station Supervisor Ralph Brand noted that a portion of the retaining wall adjacent to the metal recycling container is deteriorating. The Crew will assist Ralph in installing a temporary welded kick-plate until the weather allows for a more extensive repair to be undertaken.

**Adjournment:** There being no further business to come before the Committee, Selectman Dionne motioned to adjourn at 10:45a.m.; seconded by Ralph Brand. all in favor.

**Next meeting date is scheduled for May 11, 2010, at 9:30a.m.**

Respectfully Submitted,  
Marlene B. Aulten  
Recording Secretary