

Town of Randolph
Staff Safety Committee
Randolph Town Hall
Conference Room A

Attendees: Mel Adams, Bill Morgan, Chris Chambers, Cindy Spaulding, Joyce Mazzucco, Doug Armstrong, Loretta Stalnaker and James Krakowiecki

Mel opened the meeting at 8:00 a.m.

Mel explained that the purpose for creating the safety committee is to utilize a working group of employees who will be tasked with identifying safety concerns in the workplace, to work on possible solutions to resolve the safety concerns, and to improve workplace safety through training and proper equipment.

It was suggested that the committee meet at least quarterly. The committee agreed to meet the third Tuesday of the month at 7:00 a.m. for the next six months.

The committee will review recommendations previously made by VOSHA and VLCT regarding areas with safety concerns at the Town's various facilities and workplaces, identify issues that have been resolved and identify issues that still need to be addressed.

Members of the committee discussed:

A recent safety incident regarding a tree located on South Pleasant Street that the Town was going to cut down. The position of the tree made it dangerous for the town employees to remove the tree, and the solution was to hire a professional to do the job.

Inability to contact the Highway Supervisor on his cell phone at his home during an emergency incident, due to poor or no cellphone signal. It was suggested the town purchase a cell phone booster for the Highway Supervisor or purchase a pager for such incidents.

Liability issues with the use of trailers that are either too small or too large for the job. Bill Morgan will research the cost of purchasing another tandem trailer for the Highway Department.

Chris Chambers agreed to act as Chair of the Committee, and will coordinate the committee meeting agendas. He will meet with Mel at least a week prior to each meeting. Joyce Mazzucco agreed to act as Secretary for the committee and will take the meeting minutes, and she will have the written minutes available within five days as required under the open meeting law.

Mel suggested that once the Safety Committee has established itself, the Committee may be asked to assist with Emergency Management concerns as well.

Adjourned at 8:35 a.m. The next meeting is scheduled for Tuesday, September 15, 2015 at 7:00 a.m. in Conference Room A.

Respectfully submitted,

Joyce L. Mazzucco
Randolph Town Clerk & Treasurer
Safety Committee Secretary