

**Old Lyme Safety Committee - Unapproved
Special Meeting Tuesday 3 March 2009**

The Old Lyme Safety Committee held a special meeting at 2:00 P.M. on Monday, 3 March 2009 in the Meeting Hall at the Old Lyme Memorial Town Hall. Present were:

Don Bugbee, Parks & Rec.
Timothy Griswold, First Selectman
Scott O'Donnell, Police, Chairman
David Roberge, Fire Marshal

Luc-John Pentz, Risk Control Consultant, CIRMA

1. Approval of Minutes:

Trooper O'Donnell made a motion to approve the minutes of 6 December 2008 and Dave Roberge seconded the motion. So Voted

2. Old Business:

Accident Investigation Review: Mr. Pentz reviewed the accident investigation report and said there are three pending items with relatively minor reserves. All old claims have been settled. He said the Town's experience is good. He stressed the need for implementation of the risk control procedure, communicating it, training the staff on it and enforcing it. Mr. Pentz distributed Workers Comp Accident Reporting and Investigation materials and stressed the importance of prompt reporting.

Mr. Bugbee commented on his inspection of Park & Rec facilities. He said there are some hazardous trees at the Cross Lane Park. A dugout at the baseball field at the Mile Creek School needs repair and this will be discussed at the P&R meeting this week. Further, there should be an inspection of the playground equipment at Haines Park. It may be best to remove the equipment, due to its age. Last, there was a discussion about blood pathogen training and immunization. Mr. Bugbee said all life guards are certified and Brett Flynn of the Ambulance Service conducts training for day camp counselors and volunteer coaches.

3. New Business: None

Mr. Pentz talked about the extensive risk management "library" CIRMA has. These materials may be checked out at no charge and used to augment training. He also handed out a 2009 winter/spring CIRMA workshop schedule. The Committee informed Mr. Pentz that the Town Hall can be used for CIRMA training sessions, if desired.

It was agreed the next meeting will be on Tuesday 2 June 2009 and that meetings will be held on the first Tuesday of each quarter at 2 PM.

4. Public Comment None

5. Other Business None

6. Adjournment

Mr. O'Donnell moved and Mr. Roberge seconded to adjourn the meeting at 3:15 P.M.
SO VOTED.

Respectfully submitted,

Timothy C. Griswold