

Safety Committee Meeting Minutes
January 23, 2019
10 AM
Town Office

I. Call meeting to order

- a. Sean called the meeting to order at 10:07am

II. Roll Call

- a. Present: Rich Rotella, Sean Geagan, Jaime Bowden, Jeff Hammond, Dave Michaud, and Jay Lanpher
- b. Absent: Craig Bowden (excused) and Chris Grindle (excused)

III. Review Previous Minutes

- a. November 2018 minutes
 - i. Motion to approve by Jeff & second by Jaime passed 5-0
- b. December 2018 minutes
 - i. Motion to approve by Jay & second by Dave passed 4-0. Jeff abstained

IV. Review Correspondence MMA re: Ian's Playground

- a. Shared email from Dan Whittier
- b. Jay inquired about having Dan come to speak to the group in the spring and take tour of the playground.
- c. Sean said maybe someone from school or town or the rec director to the class
- d. Jeff said that he would check on building code to see if there are any code requirements.
- e. Sean said to check with Sue to see who should be responsible for the playground safety checklist.
- f. Rich had the link to safety guide on the paperwork but will send Dan's email to the group.
- g. Jay said we get annual inspections from MMA anyway and why not take them to the playground and they can make the recommendations & can tell us what needs to be done due liability issues.
- h. Jeff asked if there were any injuries at the playground... Sean said he doesn't recall public safety being called due to injuries at the playground.

V. Review past recommendations to Town Council

- a. Sean spoke to Sue & she has all recommendations & has been instructed by council to seek bids. It is part of budget issue and will come up during budget season.

VI. Old Business

- a. Quote from Overhead Door Company or PDQ doors re: motion sensors on public safety bay doors for fire/police
 - i. Will hold off on this right now until we can ask Chris.
 - ii. Sean said to put this back on next agenda
- b. Recommendations to Town Manager

- i. removal of basketball hoop and pole at Ian's Playground Parking Lot
 - ii. gas alarm at Wastewater treatment plan
 - iii. Ian's playground
1. Who will be responsible for safety checklist?

VII. Any new safety concerns of note to be reported to the town.

- a. Jeff wanted to know who maintains or will maintain exits at the Town Office including the stairs on the side of the building when they are snow covered.
 - i. Jay said that the Town Manager is aware that a long term plan will need to be put in place after the Town Clerk retires.
- b. Jaime said coming up to intersection of McDonald St. & Franklin St. and then turning towards the Public Safety building is a bad blind spot and asked about trimming of those trees.
 - i. Jay said those trees are outside of the right away.
 - ii. Dave asked if such a concern is there anyway the Town can make them take the trees down.
- c. Jeff mentioned that inspector from MDOT had serious concerns about the entrance of the Christmas Tree Farm that Jay & Sean had reviewed.
 - i. The upper entrance had to be removed as only 1 entrance per lot is allowed on Route 15.
 - ii. The knoll has to be cut down 2 feet and has to be graded back to the terrain.
 - iii. Jay said that when they viewed the site that you could see 500'+ in both directions. That is why they said that he & Sean had no safety issue with the entrance and he agreed that only 1 entrance is allowed on Route 15.
- d. Jay shared with the group about a recent MDOT construction update for the upcoming season.
 - i. Traffic Light at Route 1/Route 15 intersection
 - 1. MDOT will work the light into the budget and allow us cost to replace the sensors in the road and for us to upgrade the system to an all above ground camera system.
 - 2. If box where controls are would accept a new unit inside it will be big savings and if not would need an all new system.
 - ii. Construction routes in Town
 - 1. From North Gate of the former mill property to First Street
 - 2. From the traffic light to the Orland Town Line

VIII. Tour Public Works Buildings

- a. Areas of concern
 - i. Ventilation – there is no ventilation system in place in the building
 - ii. Building Lighting – need LED upgrades as poor lighting in building
 - iii. Ladder Inspection – Fire Department has to inspect there ladders & currently there is no procedure for the ladders for the Public Works ladders.
 - iv. Steps to the upstairs – including the railings need to be looked at further
 - v. Upstairs floor – soft spot located on the floor towards the front of the building

- vi. Steel beam headed back downstairs hangs low – it has been addressed with yellow paint so that it is easier to see.
 - vii. Flusher (piece of machinery) needs to be replaced
- b. Recommendation from committee
 - i. Hire a commercial building inspector to identify the safety issues and items that need to be fixed/repared/replaced.

IX. Schedule Next Meeting

- a. February 27, 2019 at 10am in the Town Council Chambers

X. Adjournment

- a. Motion by Rich and second by Dave all approved at 10:45.
- b. Group drove to the Public Works Building