

Town of Hamburg Safety Committee
Meeting Minutes

February 17, 2016

- I. Members Attending: J. Giglio, M. Denecke, R. Nadrich, N. Budney, T. Haffner, T. Boyer, J. Conigilio, B. Gresson, T. Chmielowiec, for P. Ryan**
- II. Members Absent: S. Walters, R. Lardo, J. Pietrus, J. Klimowicz, J. Eberhardt, T. Best Sr., Jason Collard, K. Allen, M. Reilly,**
- III. Meeting Called to Order: @ 10:00 AM**
- IV. Reading of Committee Minutes from: Dec. 16, 2015**
- V. Status of Outstanding Issues: ADA Violations, Will request update from Town Clerks Office.**

Committee requests fire & safety assessments of all town facilities. Will contact K. Allen for guidance on proper procedure on code issues etc.

Incident/Accident, reporting timeline. To contact personnel office for policy/procedure.

Policy on No Smoking in and around town facilities. Copy of Town Code to be sent to T. Best SR. . No smoking within 25 feet of all town bldg. entrances/exits with appropriate signage posted.

Safety Classes. J. Conigilio of OSEA will update and inform committee/Department Heads of all training requirements.
- VI. New Issues/Concerns, Town Hall security/ Defibrillators/Fire Extinguishers Inspections. Will arrange to speak @ Department Head meeting to discuss responsibilities.**
- VII. Next Scheduled Meeting: To be announced**
- VIII. Adjournment: @ 10:55 AM**

