



# TOWN OF WOODBURY

Office of the First Selectman  
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**MINUTES**  
**1st Quarter Safety Committee Meeting**  
**Wednesday, May 20, 2020**  
**Outdoors/Socially Distanced at the Town Complex**

**PRESENT:** Deb Carlton, Chair  
Heidi Duchaine, Library  
Bruce Pelletier, Custodians  
Robin Williams, Police Dept.  
Sandy Vas, Park and Rec  
Linda Carlson, Boyd Bldg  
Monty Thomas, Dept. of Public Works  
Karen Blanchett, Senior Center

Unavailable to attend: Janet Morgan, Fire Dept.

Bruce Pelletier was right on time, so Deb Carlton called the meeting to order at 9:00 am. New committee members, Robin Williams and Monty Thomas, were introduced and welcomed to the group. The committee did not discuss re-opening safety concerns, as that is beyond the purview of this group. It was noted that the Senior Center will likely reopen last as their guest population is most at risk. The library, too, will be cautious about reopening due to the number of visitors who typically frequent that facility.

*1. Status of Previously Addressed Concerns –*

Robin reported that the loose doorknob at the police station has been repaired. The slamming outside door is being worked on. Karen also mentioned the slamming automatic door to the restroom at the senior center. That, too, is being worked on.

*2. New Safety Issues and/or Concerns –*

Linda reported for the Boyd Building. While flooring is being addressed in the bathroom and hallway, the first landing on the way up to the building department as well as the hallway leading to that department also have peeling floor tiles. The tiles in the hallway near building department were determined to be asbestos. Linda's other concern was the crease where new and old sidewalk was poured leading to the library from the side parking lot. It does not appear to be pitched correctly, and so water gathers at that crease, spreads across the sidewalk and freezes. She asked if this could be addressed by public works. Bruce commented that, before tasking public works with a solution, the company who did the work should be contacted and asked to remedy the problem. This will be done.

Similarly, Heidi reported that the library is also concerned with the ice across the sidewalk. The library experienced a lot of icing this past winter, and a solution needs to be found for the sliding sheets of ice falling off the metal roof and onto the sidewalk leading to Boyd. That area needed to be closed off several time this past winter due to the danger of falling ice.

Sandy Vas and Karen Blanchett expressed concerns about cleaning between activities at their locations. The Parks and Recreation department has extensive programming in the Old Town Hall, and it is unclear – other than doing it themselves – how the area will be cleaned between a morning and afternoon/evening activity. Similarly, at the Senior Center, the same rooms are used for multiple programming activities during the day. Karen also mentioned crumbling flooring at the basement entrance. Outside, crumbling pavement continues. Sections of that were repaired, but now adjoining sections have started to crumble.

All is well at the Police department and Public Works. New members were reminded to alert the committee to concerns within their department any time.

3. *Injury Updates* – Since the last meeting of the committee, there have been “1 slip/trip/fall claim, and 1 slip/trip/fall occurrence.”
4. *Other Business* – None.

Because this first quarter meeting was delayed, the next 3 for this year will be closer together. Dates will be sent out by email for possible next meeting dates.

There being no further business, the meeting was adjourned.

Respectfully,



Debra Carlton, Chair

RECEIVED & FILED  
IN WOODBURY, CT

The 22 day of May 2020  
at 7:25 o'clock A.M.  
Janet A. Clark  
Town Clerk