

**TOWN OF NEW FAIRFIELD  
SAFETY COMMITTEE  
REGULAR MEETING  
TUESDAY, DECEMBER 13, 2016**

The Regular Meeting of the Safety Committee was called to order by Chairman, Linda Fox, at 11:00am in the Library Community Room.

**Present:** Linda Fox, Kara Mehler, Mike Ellenberg, Jim Vigar, and Linda Lull.

**Absent:** Mike McCarthy. New Building Inspector starts in January.

**Approval of Minutes:**

A motion to approve the September 13, 2016 minutes was made by Jim Vigar and seconded by Kara Mehler. Approved by all.

**Old Business:**

Evacuation Plans: Still working on updated assembly points and clarification for those at the Senior Center. Mike Ellenberg will confirm with Kathy Hull the assembly points and how to make sure everyone is out of the building. The new Fire Marshall will also be contacted.

Good procedures for accident reports and follow up are in place. Investigation and supervisory reports are used.

Jim Vigar recommended that there be fire drills in the spring and fall. He will check with the new Fire Marshall on the best way to do them.

Cabinets in the Building department have been installed.

Crumbling steps at the Annex have been fixed.

Compact car sign will be addressed when the parking lot is be striped for spaces.

Access from the Building Department during an emergency situation will be discussed with the new Building Inspector.

Concerns about the location of the Police Department generator exhaust/ air intake location are being addressed.

**New Business:**

**Safety Issues:**

No new safety issues were discussed.

**Adjournment:**

Meeting adjourned at 11:20am.

Respectfully submitted,

Linda Fox, Chairman