

Sterling Safety Committee

Regular Meeting Agenda

Wednesday-September 11, 2024
Sterling Municipal Building
1183 Plainfield Pike, Oneco, CT 06373
Time: 9:00 a.m.

Meeting to be at the DPW Garage

1. Call To Order
2. Approval Of Minutes
 - a. 2025 October 16th Regular Meeting Minutes

Documents:

[**2025 OCTOBER 16TH SAFETY COMMITTEE-REGULAR MEETING MINUTES.PDF**](#)

- b. 2025 October 30th Special Meeting Minutes

Documents:

[**2025 OCTOBER 30TH SAFETY COMMITTEE-SPECIAL MEETING MINUTES.PDF**](#)

3. Correspondence
4. Unfinished Business
 - a. Emergency Drills
 - b. Narcan To Keep With AEDs-Update
5. New Business
 - a. Walk Through At The DPW Garage
 - b. CIRMA Training Classes
 - c. New Member(S)
6. Accidents, First Aid, Near Misses
 - a. Heather George Fell On Untreated Ice In The Town Hall Parking Lot On December 11th, 2025
7. Any Other Business To Come Before The Safety Committee
8. Adjournment

**Sterling Safety Committee
Regular Meeting Minutes
October 16th, 2025
9:00 a.m.**

The meeting of the Sterling Safety Committee was called to order at 9:03 a.m.

Members present: Lincoln Cooper, Orion Wanico, Ashley StJean

Members Absent: Heather George

Staff present: Ashley StJean-Recording Secretary

Approval of Minutes: A. StJean made a motion, seconded by L. Cooper, to approve the meeting minutes of July 17th, 2025, as presented. O. Wanico abstained. Motion carried 2-1.

Correspondence:

Unfinished Business

- a. **Emergency Drills**-A. StJean advised that there is a Fire Drill scheduled for Monday, November 24th, 2025 at 9 a.m.
- b. **Narcan to keep with AEDs-Update**-O. Wanico made a motion, seconded by L. Cooper to table this until next meeting to have H. George provide an update. Motion carried 3-0.

New Business

- a. **CIRMA Training Classes**-A. StJean advised that we have had 2 more successful CIRMA training classes since our last Safety Committee Meeting in July: 1. "Hazard Communication & Bloodborne Pathogens & PPE" on August 18th, 2025 & 2. "Emergency Action Plans & Understanding the Risks of Social Media" on October 14th, 2025.
- b. **New Member(s)**-L. Cooper welcomed O. Wanico to the Safety Committee.

Accidents, First Aid, Near Misses

- a. L. Cooper advised that the DPW Crew has received some new PPE to help promote safety while working & to prevent any accidents/near misses from happening.

Adjournment: O. Wanico made a motion, seconded by L. Cooper, to adjourn the meeting at 9:14 a.m. Motion carried 3-0.

Attest: *Ashley M. StJean*
Recording Secretary

**Sterling Safety Committee
Special Meeting Minutes
October 30th, 2025
9:00 a.m.**

The meeting of the Sterling Safety Committee was called to order at 9:11 a.m.

Members present: Lincoln Cooper, Orion Wanico, Heather George, & Ashley StJean

Members Absent:

Staff present: Ashley StJean-Recording Secretary

2026 Meeting Schedule: H. George made a motion, seconded by O. Wanico, to accept & approve the 2026 Safety Committee Meeting Schedule. Motion carried 4-0.

Adjournment: A. StJean made a motion, seconded by H. George, to adjourn the meeting at 9:12 a.m. Motion carried 4-0.

Attest: *Ashley M. StJean*
Recording Secretary