Memo to: Safety Committee

From: Ted Coviello, Co-Chair; Suna Stone-McMasters, Co-Chair

Subject: Safety Committee Meeting Minutes, Monday, November 12, 2012, Eben Holden, 3:00-4:00 PM

Present: Nancy Alessi, Mary Charleston, Elizabeth Edwards, Jim Kozsan, Stacie LaPierre, Jill Pflugheber, Suna Stone-McMasters

Excused: Cindy Atkins, Kathy Boak, Larry French, Ted Coviello, Jeremy Freeman, Steve Richards, Marsha Sawyer, Marcus Sherburne, Dan Seaman, David Richer, Pat Ellis, Pat Gagnon

Open comments and guests – none.

Old Business:

1. Suna and Jim reported some action taken following up on recommendations from the campus insurance loss control consultant broker to improve safety in various workshops on campus. Some tools have been fitted with guards, electrical hazards have been corrected, capital requests have been submitted to replace outdated tools and improve shop security, an engineer has been contacted regarding assignment of load capacities of a theater catwalk and fleet shop mezzanine, and Suna has met with Val Lehr to discuss shop safety protocols.

2. Jim reported that a backup alarm has been installed in the general laborer’s van.

3. Jim reported that yellow lines have been painted at the Student Center loading dock to delineate an elevation drop.

4. Suna & Jim will be exploring options for adding signs to the locker rooms in Augsbury that indicate caution due to wet floors. The building custodians will be monitoring the areas to address water concerns. In addition, exhaust ventilation run times will be expanded during periods of increased humidity to reduce the moisture on floors.

5. Suna followed up on the report that pedestrians, especially those running or skateboarding, are difficult to see by drivers exiting the Admissions parking lot. A recommendation to remove the most obtrusive bushes flanking the entry posts, trimming remaining bushes and/or add crosswalk lines across the pavement has been sent to the Building and Grounds Committee.

6. Jim reported that a bent manhole cover between the Admissions Parking Lot and Augsbury has been fixed.

7. Marcus Sherburne will place a rock near the loose valve cover located in turf along the cinder track between the softball field and athletic field sheds. This will keep pedestrians away from it, and the cover should stay in place longer.
New Business:

1. Fire Code Inspections have not yet begun.

2. Jill reported that considerable damage was done during the Outing Club Moustache Ride. Students entered several buildings on campus on bikes, scooters and roller blades and rode through halls and down stairwells, disrupting classes and damaging walls and floors in Johnson Hall. Safety and Security staff and Chris Marquart of Student Life toured the building to see some of the aftermath. Jill suggested posting Safety and Security personnel near entrances when the fall 2013 event is scheduled to discourage damage.

3. Stacy reported that vandalism in the dorms has increased this year. This may be due to lack of student lounges and denser occupancy.

4. Mary reported that Residence Life staff stocked up on batteries, food and water prior to the arrival of Hurricane Sandy. She would like to know how the University has planned to address power outages that last more than 24 hours. Suna will request a reply from the Emergency Planning Committee. A specific concern is how to make calls off-campus if problems with the campus phone service recur.

Next Meeting
The next meeting of the 2012-2013 academic year will be Monday, December 10, 3:00-4:00 PM in Eben Conference Room.

If you have any safety issues to discuss, please forward to Ted Coviello, Kathy Boak and/or Suna Stone-McMasters.
