

Labor/Safety Management Committee Minutes

March 16, 2010 – 3:00 p.m.

Present: Chairman Rowland; Supervisor Wood; Benosky, Public Works; Costanzo, Galway; Pasquarell, Clifton Park; Bob Hartman, Safety Officer; Ron Revers, Sewer District.

Chairman Rowland called the meeting to order and welcomed all in attendance.

On a motion made by Mr. Benosky, seconded by Mr. Hartman the minutes of the December 15, 2009 meeting were approved unanimously.

Mr. Rowland suggested that the committee take a look at the types of things that each town is required to do to be compliant with State Regulations on Safety Training.

Mr. Hartman distributed an outline of the Saratoga County Risk Management Policies, Procedures and Programs Objectives to all committee members for their review and outlined the State Mandated DPW Safety Training as follows:

<u>Course/Topic</u>	<u>Frequency</u>	<u>Trained</u>
Forklift Safety Training	3 – years	Fork Truck Drivers
Hazardous Communication	Annual	All
Lockout/Tagout Training –Gen.	Annual	All
Lockout/Tagout Training –Spec.	Annual	Mechanics
Municipal Storm Water	Annual	All excluding clerical
Pollution prevention training		
Right to know	Annual	All
Sexual Harassment	Annual	All
Substance Abuse on the Job	Annual	All
Site		
Violence in the work place	Annual	All

Mr. Benosky recommended that all municipalities include Road Kill Handling in their training programs as well.

Mr. Hartman said his office has a video library on training that municipalities could borrow.

Mr. Benosky said another source for training videos would be Cornell Local Roads.

Mr. Hartman said when the Department of Labor comes to investigate a municipality they are going to ask for a copy of the training outline.

Mr. Rowland requested that Mr. Hartman collect a list of the videos available from Cornell Cooperative Extension, municipalities and the County Safety Office, to then be distributed to all Supervisors.

A motion was made by Mr. Wood, seconded by Mr. Costanzo to approve establishing a list of training videos that would be available to all municipalities. Unanimous.

On a motion made by Mr. Revers, seconded by Mr. Wood the meeting was adjourned.

Respectfully submitted,
Chris Sansom