Members Present: Phil Wilhelmy, Mike Laban, Wayne Finkle, Craig Stevens, Dennis Rozum and Bob Koskelowski, Jr.

Others Present: Sean Walsh

Call Meeting to order
The Chairman of PPE, Phil Wilhelmy, called the meeting to order at 6:30pm.

Item #2 – Pledge of Allegiance
Everyone saluted the Flag and recited the Pledge of Allegiance.

Item #3 – Approve minutes of first meeting on February 9, 2012
Motion to accept the minutes of February 9, 2012.
Motion: Mike Labon Second: Wayne Finkle
Yes: 6 No: 0
1: Abstain (Phil Wilhelmy)

Item #4 – PPE Policy discussion
Discussed personal protective policy and found there is no current, formal policy in effect. A recent OSHA training seminar helped to discover a proper policy was not in place.

Commission worked towards the goals established in mission statement
- Establish what current town employees hold valid pesticide license.
- The individual holding this license will be responsible for dispensing pesticides.
- This individual will require a sign-off sheet for transfer of custody requiring both parties signatures.

Phil Wilhelmy asked Bob Koskelowski, Jr. if he could find or establish a preliminary sign-off sheet/check list for the transfer of custody and proper personal protective equipment and understanding. This form must also have language that the license holder acknowledges that the individual understands the information given.

Bob Koskelowski, Jr. supplied the Commission with a form out of the CT DEP Operator Training Manual.

The Commission worked on establishing a protocol for compliance. The commission needs to come up with a policy for policing usage such as spot-checks of safe usage and compliance of paperwork.

Item #7 – Adjournment
Motion to adjourn
Motion: Craig Stevens Second: Bob Koskelowski, Jr.
Yes: 6 No: 0
0: Abstain
Meeting was adjourned at 6:59pm.
Submitted by:

Sean Walsh
Board of Public Works