



TOWN OF ELLINGTON

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Town Administrator

Safety & Health Committee Meeting Minutes

October 9, 2025

Nicholas J. DiCorleto, Jr. Meeting Hall

Minutes

Members Present: Matthew Reed, Chairman/Town Administrator; John Rainaldi, Assessor; Pete Hany, Chief, Ellington Volunteer Ambulance Corps; Kevin Gambacorta, Assistant Foreman; Casey Lombardi, Facilities Crew Chief; Sydney Kern, Deputy Fire Marshal; Mary Bartley, Assistant Recreation Director; Officer Joe Decker, Resident State Troopers' Office; Kathy Kane-DiBacco, Assistant Animal Control Officer; Ashley Dabbondanza, HML Assistant Director/Head of Youth and Family Services

Members Absent: Sheila Grady, Senior Center Director; Sgt. Brian Santa, Residents State Troopers' Supervisor; Bob Smith, CLFD; Bryan Harvell, CLFD

Call to Order: Mr. Reed called the meeting of the Safety & Health Committee to order at 10:00 a.m.

I. Approval of Minutes –April 10, 2025

MOVED (BARTLEY), SECONDED (KERN) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE APRIL 10, 2025 SAFETY & HEALTH COMMITTEE MEETING.

II. New Business

- A. **LAP Claims:** Mr. Reed reported that there are two open CIRMA LAP claim; one of which is new from the last meeting.
- B. **Workers Compensation Claims:** Mr. Reed reported that five new claims have been filed since the last meeting and he provided a brief description of each.
- C. **Employee Training:** CIRMA Required Employee Training: Mr. Reed said that annual required training will be launched in December for the following modules: (a) Sexual Harassment Awareness and (b) Blood Borne Pathogens Safety. Ms. Cannella reported that on-site training for these modules has been scheduled for December 11 at 1:00 p.m. with Senior Risk Management Consultant, Jeff Joseph presenting. Kevin Gambacorta reported that Mr. Joseph will be on site on November 12 for DPW staff training. Mr. Hany confirmed that paid EMT employees completing this training through other avenues should send a copy of their certificates of completion to Human Resources to be considered compliant.
- D. **Promoting Safety & Health in the Workplace:**
 1. **Wheeler Clinic Employee Assistance Program (EAP):** Mr. Reed reminded the members that the Town provides employees with access to the Wheeler Clinic Employee Assistance Program. This program is completely confidential and there is no cost to employees or their family members for the first three visits. Mr. Reed added that the Wheeler Program deals with severe problems as well as minor issues. Ms. Cannella confirmed that the Town receives no information regarding names of employees who take advantage of this program, only the number of visits that occurred. She added that Wheeler is available to present on-site training for a variety of topics listed on the website. Mr. Hany asked if volunteers were allowed to participate in this benefit and Mr. Reed said that this will be explored. Mr. Hany said that there is a Critical Incident Stress Management (CISM) group that will respond if

"A great place to grow."

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EVAC members experience a very stressful call but he said perhaps people would be more receptive to a one-on-one option if it can be made available.


2. Recommendations from Committee Members:
 - a) Follow-up on pending items
 - 1) CPR classes for Town employees: Mr. Reed asked Ms. Cannella to poll employees to determine how many would be interested in becoming CPR certified. Once a number is established, Chief Hany will provide available dates and times.
 - b) Recommendations or Concerns from Committee Members:
 - Mr. Rainaldi asked the status of the panic buttons. There was not an update available for this meeting. Mr. Reed said that he will check in with Aaron Fliss or the next IT Director regarding the status. Officer Decker reviewed the current status of the Town's current system. Mr. Gambacorta said he is not sure if the custodians still test the panic buttons that were in place. Mr. Reed asked Ms. Dabbondanza if the library has panic buttons, and she stated that the staff is very interested in getting panic buttons.
 - Ms. Cannella reminded the committee members that Officer Donald Bridge is willing to provide training on several safety topics.
 - Mr. Reed reviewed several safety tips such as securing vehicles when not in use.
 - Mr. Reed mentioned that Ms. Harp inquired about any concerns regarding staff transporting youth employees to and from both the office and the location of departmental events. Mr. Reed expressed that he does not believe there are any issues, but this matter will be reviewed to identify any potential challenges. Chief Hany added that there have been no problems with the EVAC and Rescue Post members.
3. Set meeting schedule for 2026: Mr. Reed asked if members reviewed the proposed 2026 schedule and if there were any concerns. There being none the following motion was made:

MOVED (HANY), SECONDED (BARTLEY) AND PASSED UNANIMOUSLY TO APPROVE THE 2026 SAFETY & HEALTH COMMITTEE MEETING SCHEDULE FOR SUBMISSION TO THE TOWN CLERK.

III. Other Business: Mr. Reed introduced Casey Lombardi, new Facilities Crew Chief, to those who had not yet met him and encouraged members to bring any concerns related to their buildings to him. He also noted that Rebecca Einsiedel will be taking over the recording secretary duties for this committee going forward in light of the retirement of LouAnn Cannella at the end of the year.

IV. Adjournment: Chairman Reed adjourned the meeting at 10:32 a.m.

Respectfully submitted,


Matthew Reed, Chairman