



TOWN OF VERNON

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Risk Management Committee

Town of Vernon, Risk Management Advisory Committee April 23, 2014 meeting – DRAFT MINUTES

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VERNON TOWN CLERK
14 APR 24 PM 4:48

In Attendance:

Jim Luddecke, Committee Member
Tony Zappola, Committee Member
Bill Gilson, Committee Member
Paul Jonas, Committee Member

Chris Wardrop, USI
Dawn Maselek, Assistant Town Administrator

Absent:

William Nicholson
John Ward, Administrator
David Hermann, Committee Member

Michael Purcaro, Business Manager, BOE
Fire Chief William Call, Risk Manager

Meeting called to order by Tony Zappola at 7:04 p.m.

Public Comment

There was no public comment.

Approval of Minutes

Paul Jonas made motion to approve minutes from January 14, 2014 meeting, seconded by Bill Gilson. Jim Luddecke abstained. Motion passes.

New Business

- a. Chris Wardrop (USI) provides review of insurance market. Reinsurance is still a big issue with strict underwriting presently. CIRMA's premium for LAP will go up 10% next year.

Paul Jonas asked about cyber liability coverage. Chris Wardrop suggested the Town review the types of records that may need coverage and stated there are new products coming out to cover certain costs. Recommendation to have IT Director, Bob Sigan, attend the next meeting to discuss. Chris Wardrop will bring a presentation on the topic.

- b. Bruce Dinnie provided information regarding Parks & Recreation Department with overview of ball fields, aquatics and playground safety. Provided the Risk Management Committee packets with staff manual, training and policies provided to seasonal staff. A question of safety around open water where fishing is permitted, ie: stray fishing hooks. Bruce Dinnie indicated to-date there has not been a problem but would review. Bruce Dinnie stated water testing for lakes/ponds is conducted by the Health

Department. Presently there are 17 bodies of water that are being watched/treated for invasive plants. When water is treated proper notification is implemented and posted.

Parks & Recreation has 1 person to certify playgrounds, with 2 employees who recently took the test and are awaiting their results. West Main playground needed some repairs.

- c. Town & BOE Safety Committee update provided. School working presently with School Safety grant and Police Dept. to enhance security. Town beginning to rotate employees on Safety Committee.
- d. Town Training – recently Public Works employees attended Aquatics Safety, Ladder Safety and Confined Space training. Assistant Town Administrator completed 10-hour OSHA training.
- e. Recommendation presented to Risk Management Committee to extend USI contract for LAP broker for an additional year. Motion made by Bill Gilson, seconded by Tony Zappola. All in favor.

Motion to Adjourn made by Bill Gilson, seconded by Tony Zappola. All in favor. Meeting concluded at 9:52 p.m.

Next meeting June10, 2014

Prepared by: Dawn R. Maselek, Assistant Town Administrator