

August 4, 2011
Safety Committee Meeting

Present:	R. Lundstedt	Highway Department
	K. Wilson	Building Inspector/Health Department
	B. Hutchins	Police Department
	W. Brown	Town Bldgs., Parks, Cemeteries
	B. Milkovits, Secretary	Admin. /Clerical
	R. Bergeron	Fire Department

Meeting opened at 2:33 PM.

Agenda:

Old Business:

1. Minutes from March 16, 2011 meeting were reviewed and corrections made. Under Highway Department, sign issues were eliminated as this does not pertain to safety, personnel matters.

Accidents or Incidents:

1. None

Safety Concerns by Department:

1. Library – No safety issues reported.
2. Fire Department – No safety issues reported.
3. Police Department – Handicap railing has rotten spindles and balusters and needs to be replaced.
4. Highway Department – No safety issues reported
5. Town Buildings, Parks & Cemeteries – No safety issues reported.
6. Building Inspector/Health Department – No safety issues.
7. Town Office – AED has been installed in the Mann House and in the Town Hall. Fire Department will conduct training for employees and other committee members.

Other:

1. Police Chief Barry Hutchins was voted as the new Chairman.
2. Inspection of Town Buildings was conducted by the Department of Labor. The full report will be reviewed at the next meeting. Non-compliance issues were lack of updated Written Safety Program and regular meetings. The Committee must meet 4 times a year.

Meeting adjourned at 2:48 PM. Next meeting set for September 22, 2011 at 10 AM at the Town Office.