

Safety Committee Meeting – Safety Services Building – November 14, 2012

Those present: Kim Cowles and Suzy MacDonald

Also Present: Rick Gaudette, Roger O'Dell, John Monaghan and Paul Schmucker

The meeting was called to order at 4:30 pm.

The Committee met today at the Safety Services Building and discussed the Self Inspection Checklist as it pertained to the Safety Services Building.

The Safety Services Building was able to identify and prioritize several issues of importance.

- Proper Signage is needed in several areas. This includes EXIT signs in the building.
- Exit doors swing the wrong way.
- Stairs are too narrow.
- Only one exit from the upstairs of the building.

The Safety Committee will hold their 1st quarter meeting in January at the Town Hall Building. The Committee will give Self Inspection Checklists to the Department Head at the Town Hall Building so they come up with a list of mandatory items, items that are posted, equipment in stock or equipment that would need to be purchased.

Next meeting will be held on January 15, 2013.

The meeting was adjourned at 4:45 pm.

Respectfully submitted

Suzanne MacDonald, Executive Secretary