

Safety Committee Meeting – Town Hall – October 30, 2013

Those present: Kim Cowles, Suzy MacDonald, Scott Leslie, Nate Hartford

Also Present: Jeff Philips,

The meeting was called to order at 12:30 pm.

The Committee met today at the Town Hall to discuss Winter Safety.

Several bulletins were reviewed and discussed. Winter Risk Management Tips were discussed as well as a Winter Safety Checklist. This checklist covered pipes, slips and falls, roof, heating system, and other items such as tree trimming, lighting, checking snow removal equipment and shovels.

We then discussed Reducing the Risk of Roof Collapse from Snow and Ice Buildup. We talked about the Town owned buildings that Jeff Phillips will need to pay attention to.

Potholes and Other roadway Issues were discussed. Scott Leslie checks most roads daily.

The last bulletin we discussed was Winter Storms. We talked about being prepared by checking fire extinguishers, keeping pipes from freezing, keeping building temperatures consistent, insulating pipes, making sure we have access to emergency equipment, keeping fleet vehicles winterized and developing an emergency communication plan. There are two generators (one large) at Mittersill which belong to the Water Department. Could those generators be stored at the Town Hall for easy access during an emergency?

The smell at the Transfer Station is not as bad now that it is getting colder out. When the containers are pulled out a shovel is used to pick up debris on the ground. Pressure washing of the area is not happening on a regular basis. The Safety Committee thought the area would be cleaned thoroughly every time a can was switched out to help alleviate the smell. The Select Board will have to look into this matter. Also of concern are the “housekeeping” issues at the Transfer Station especially inside of the office. Though progress may be made for a short time it is far from consistent. The Safety Committee will look to the Select Board for enforcement.

Provan & Lorber will be load testing the mezzanine at the Highway Department. Ted Kupper, an Engineer for Provan & Lorber has been on site and taken lots of photographs. The DOL is looking for a response to this item by December 1, 2013. Scott will follow up with Provan & Lorber for a status update. Sally Small will be asked to inform the DOL this item is in the process of getting answers.

The Safety Committee will hold their 1st quarter meeting in March 2014. (3/26/2014 at 12:30pm)

The meeting was adjourned at 1:00pm / Respectfully submitted / Suzanne MacDonald, Exec Secretary