

## **Safety Committee Meeting – Town Hall – September 10, 2014**

Those present: Kim Cowles, Suzy MacDonald, Scott Leslie, John Monaghan

Also Present: Ted Hoyle

The meeting was called to order at 12:40 pm.

The Committee met today at the Franconia Town Hall.

Housekeeping issues in all Town owned buildings were discussed. It's time to get ready for winter. Be sure all smoke detector batteries are tested, fire extinguishers are up to date, falling ice signs are in place and all building are buttoned up for the winter.

Chainsaw Safety will be held for interested employees on October 2, 2014 here in Franconia with PRIMEX. Kim is looking for trees to cut on the Riverbend Trail behind the Fire Station. This will also serve as our 4<sup>th</sup> quarter Safety meeting.

Fire Prevention week is the first week of October. This year's emphasis is on smoke detectors. Kim will be working with the Fire Department on events for this week. They will be going to Lafayette School.

Future ideas include Workers Compensation procedures for the 1<sup>st</sup> quarter of 2015 and for the 2<sup>nd</sup> quarter First Aid. We will also think about a firearms safety course for interested employees.

Kim Cowles will remain the Chair of the Safety Committee.

The meeting was adjourned at 1:02pm

Respectfully submitted / Suzanne MacDonald, Exec Secretary