

Town Of Warner
P.O. Box 265
Warner, NH 03278
Telephone: (603-456-2298)

JLMC- Safety Committee Meeting

Draft Minutes

May 18, 2022 (2nd Quarter)

8:30 am – Warner Town Hall

Open Meeting:

Safety Committee Members:

Employee Representatives present: Theresa Buskey (WPD), Deb Moody(DPW)
Ed Raymond (Deputy Chief, WFD), Don Hall (Transfer Station)

Management Representatives present: Diane Ricciardelli (Town Administrator), Nancy Ladd
(Director-Library)

Not Present: Janice Loz

- 1) **Meeting minutes** 03/23/22: **Motion approved:** Nancy Ladd- **2nd approval:** Committee approved.
- 2) **Incident Reports:** No incidents to report.
- 3) **Safety Policy** – Working on updating safety policy. Darcie has been editing the safety policy.
- 4) **State of NH audits** on Town buildings. Diane handed out Department of Labor safety concerns for each building and who is in charge of the concerns. Concerns are to be addressed, documented, photo and emailed to Diane by **June 1**. Directors received an electronic version of the report to identify their building and areas of responsibility that require correction.
- 5) **Lights** installed in **stair well**. No lights installed yet. Needs a brighter bulb or a motion sensor on steps.
- 6) **Safety Training**
CPR Training 4/20 – 4/21. If you have not received your certificate you can email to:
Cj47hotmail.com. The email from the heart association comes in under **eCards@heart.org**. It was sent out on May 5th.

7) **Fire Extinguisher** – Ed Raymond will check with Chief France and Ed Mical.. The fire department has a few extinguishers that they use for their training. There is several out of date fire extinguishers at the Highway Department to be used for training.

8) **Other Training**- Nancy will look into training for dealing with difficult people.

9) **Work Place safety/Concerns:**

Sprinkler installation – Town Hall: Still in progress. Ed Raymond advised that nothing is to be hung from the pipes on the ceiling. It is a safety concern.

10) Other Concerns: No other safety concerns.

11) **Other Health & Safety Topics:**

Covid: New Variant – Discussion on the number being low due to home testing.

12) **AED:** Needs a physician sign off. Diane is working on getting a sign off. **Update since meeting:** We are receiving a temporary AED at the transfer station while our unit is still on order. Bill Wood will install the AED. Highway would also like one for their building.

Adjournment:

Motion by: Edward Raymond Seconded by: Diane Ricciardelli , **Motion approved.**

Meeting adjourned: 09:05am

Next meeting: July 20th @ 8:30am. Location: Warner Town Hall.

Minutes submitted by: Theresa Buskey