

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

**JLMC- Safety Committee Meeting**

***Draft Minutes***

**July 20, 2022 (3<sup>rd</sup> Quarter)**

**8:30 am – Warner Town Hall**

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**Open Meeting:**

Safety Committee Members:

**Employee Representatives present:** Theresa Buskey (WPD), Ed Raymond (Deputy Chief, WFD), Don Hall (Transfer Station), Janice Loz (Land Use)

**Management Representatives present:** Diane Ricciardelli (Town Administrator)

**Not present:** Nancy Ladd (Library), Deb Moody (DPW)

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- 1) **Meeting Minutes** - 03/23/22: **Motion Approved:** Don Hall - **2<sup>nd</sup> Approval:** Diane Ricciardelli.
- 2) **Incident Reports:** No incidents to report.
- 3) **Safety Policy:** Safety Policy has been updated. Safety Policy is waiting for a third signature from Selectboard. Once all signatures are obtained, Safety Policy will be on line. Distribution will be sent to department heads for employee signatures. Once the employee signatures are obtained. They will be turned into Diane.
- 4) **State of NH Audits:** All Town buildings are in compliance with the audits.
- 5) **Lights:** Brighter lights have been installed in the stairwell.
- 6) **Fire Extinguisher:** Diane will check with Primex on Fire extinguisher training.
- 7) **Other Training - Primex:** On line training is available through Primex as well at their location in Concord, NH. You can set up an account on line. They offer many training opportunities.
- 8) **Work Place Safety/Concerns:**  
Sprinkler Installation - Town Hall: Still in progress. The Sprinkler system has to be tested before it is accepted.

09) **Other Safety Concerns:** Schedule Dan Watts for next meeting in September for internet safety and go over any other concerns.

10) **Other Health & Safety Topics:** Covid: New Variant - Discussion on the new variant that is highly contagious..

11) **AED:** Diane is working on getting AED's for the remaining town buildings that do not have any AED's. Grants have been applied for and approved.

12) **Other Safety Concerns - Town Hall:** Schedule to test the panic alarms. Also to schedule with the staff for **Active Shooter Training**.

**Adjournment:**

Motion by: Diane Ricciardelli Seconded by: Janice Loz, **Motion approved.**

Meeting adjourned: 09:15am

**Next meeting: September 21 @ 8:30am - Warner Town Hall.**

***Minutes submitted by: Theresa Buskey***