



Meeting opened: 12:30 pm

Fremont Town Hall

Present: Heidi Carlson, Leon Holmes Jr, Rick Foye, Jon Twiss

Winter has gone well with some new maintenance staff to assist. No problems other than the blizzards, no injuries aside from one Police Officer, which was an unavoidable slip and fall the night of one of the February storms.

Signage installed at the Safety Complex (Authorized Vehicles Only).

Bollards reinstalled at new entry door at rear of Town Hall, and bollards redone at Highway Shed at propane tanks.

There were no safety concerns to report. There was discussion about spring mower maintenance, and generator replacement work for the Town Hall and Complex, as well as a generator install for the HW Shed.

Carlson indicated that Eric Abney is considering taking over the role of Chair, and this will be further reviewed with him at the next meeting.

We will need safety inspections on all of the Town buildings. We will engage Maintenance staff and Rick Foye offered to get it off the ground as a way for him to also become familiar with the Town buildings. He has not yet been to the other major buildings. Carlson will get the checklists out to him as soon as possible.

All were asked to consider any needed updates to the Safety Program, which is a continual process.

Other tasks of the Committee were reviewed, including addressing safety issues and submitting recommendations and promoting safety and safe buildings and behaviors.

With slip and falls as our highest risk, we need to always be on the lookout for mitigating / corrective actions that may be available.

Carlson reminded all that all workplace injuries must be immediately (a soon as safe) reported to a Supervisor and the Selectmen's Office Staff (Jeanne or Heidi) for mandatory reporting to the NH Department of Labor and to Primex, our Worker's Compensation Insurance carrier. This includes the WC Claim form and the employee's personal statement about what happened.

The next meeting was scheduled for Tuesday, June 6, 2017 at 11:30 am at the Highway Shed at 113 Danville Road.

The meeting concluded at 1:10 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator