



Meeting opened: 11:00 am

Fremont Public Library

Present: Eric Abney, Jon Twiss, Heidi Carlson

There have been no injuries since the last Committee meeting.

Department updates:

Highway – Building checklist completed 08/18/2017. No issues to report. A generator was purchased by the Road Agent (out of pocket) for \$100 at an auction, and a Town volunteer has been through it to assist with diagnostics and to see if it would work for the building.

Town Hall – Basement renovations have resumed and are going well, looking like a late October re-occupancy of the space. The building checklist will be completed by Joe Goldstein sometime next week.

Library – Abney and Vinny Morrison have done this quarterly, and the most recent was circulated. Eric will purchase the weed whacker sometime this week. There is some discussion about converting to propane heat for efficiency and cost. The burners are potentially near end of life. Carlson discussed the Selectmen's desire to hire the consultant used recently at Ellis School to look at the conversion options for heating and generator systems. The most recent water test passed.

Complex – Electrical repairs as noted at last meeting have been complete. The building checklists were done in July and a couple of GFI outlets need to be tended to. The chain fall load test was never completed as schedule on 06/19/2017. It has been rescheduled for 09/05/2017 at 8:00 am. Carlson updated on the progress for replacement of the generator. Bids and information are being tallied by Selectman Neal Janvrin. A discussion is ongoing relative to converting to propane. Chief Twiss took updated eye wash checklists and posters to be sure that the PD eyewash is properly posted and maintained. Copies will be given to Joe Goldstein next week to do the same check on the Fire Rescue side of the building. Carlson advised that the Selectmen are also looking into the Complex roof replacement as it is near the end of its usable life.

Chief Twiss indicated that electricity is to be brought to the pole barn out back of the Complex, and an electric permit will be necessary for this work. Carlson will follow-up with the Fire Rescue Department.

Other business:

- Upcoming weather conditions – all buildings are ready for winter. Snowblowers will be pulled out and run, roof rakes are all set at the Complex. The Town at this point, is going into the winter maintenance season with staffing at full levels!!
- No safety concerns to report.
- AED's are installed at the Library (lobby); Town Hall (front lobby); Safety Complex (training room) and training was held on August 8, 2017. The unit locations are logged in the 911 database as well.

Reminder 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 scheduled for Tuesday November 14, 2017 at 11:00 am at the Fremont Public Library.**

Respectfully submitted,

Heidi Carlson, Town Administrator