



Meeting opened: 11:30 am

Fremont Public Library

Present: Jon Twiss, Eric Abney, Heidi Carlson

There have been no injuries since the last Committee meeting.

Department updates:

Highway – trucks are ready for winter.

Town Hall – Basement renovations are close to wrapping up. There is still a lot to do internally to organize files and redecorate the basement level. The building checklist was completed by Joe Goldstein in September.

Library – MSDS sheets updated. Fire system heat detector replacement work is scheduled to be done 11/16/2017. Some work was done recently in the attic to make catwalks accessible for this work and for Fire Department access. There was some discussion about needed tools for the Library to be purchased before year end.

Complex – Carlson reported that the chain fall inspection and load test was completed on 09/05/2017. Chief Twiss mentioned some electrical issues that need to be addressed. In-house staff completed a couple, but the Chief will contact Matt Pitkin to handle the light on the building on the Route 107 side and a light in the booking room.

It was noted the Safety Services Santa Ride-Around is scheduled for Saturday December 16th and all necessary safety precautions should be followed.

Other business:

- Weather conditions – All were reminded to keep up with winter building and walkway maintenance. The Town staff is in good shape for these tasks.
- Safety concerns – None noted!

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 February 27, 2018 at 11:00 am at the Fremont Public Library.

With no other concerns, the meeting was adjourned at 12:15 pm.

Respectfully submitted,

Heidi Carlson
Town Administrator