



**TOWN OF NEWTOWN**  
DEPARTMENT OF PUBLIC WORKS

January 7, 2015  
Safety Meeting Minutes

Meeting started 10:02

Present Joe Tani, Shirley McClearly, Rob Sibley, Bill Halstead, Tom Pendergast, Linda

1. Discussed accident reports.

Highway had two back issues this quarter. Linda will send body mechanic video. Joe will show sprains and strains video.

2. Linda had some charts from Cirma that showed which departments had what percentage of accidents from 2008-2014.

3. Bill Halstead brought up the fact that the municipal building employees have formed a safety committee for their building. Donna Culbert was called in to speak about what things they are concerned with. Such as fire drills, building security, etc. They are looking for support from our safety committee. Linda will send some paperwork to Bill and Donna that may help them.

Meeting adjourned 11:00