

MINUTES
SAFETY & HEALTH COMMITTEE
THURSDAY, October 16, 2014 @ - 12:30 P. M.
MIDDLEBURY TOWN HALL SELECTMAN'S OFFICE

Meeting called to order at 12:34 pm

Present: Chairman Ken Long; Mrs. Jan Leduc; Mrs. Brenda Carter, Secretary;
Ms. Elizabeth Callahan; Larry Hutvagner, CFO
Guests- Vern and Luke of H D Segur

Mrs. Leduc made motion to accept minutes of April 17, 2014, Mrs. Carter seconded. No Discussion, unanimous approval, motion passed.

Old Business:

1. Building inspections: Shepardson - Ken did with Kevin Dawes.
2. Alarm buttons- procedures in place

New Business:

1. Building Department sidewalk – addressed with Dan Norton, will be patched until roof repairs next spring
2. Recent injuries – bee sting and burns. Both men back to work, safety procedures addressed and put in place by public works
3. New forms for Building inspections –Mr Long to work on form to put on laptop, suggestion to add sign off from Public works
4. Motion made by Mr. Long to hold 2015 meetings the third Thursday of the months of January, April, July, and October. Mrs. Leduc seconded, unanimous approval, motion passed.
5. Open Discussion – Luke of H D Segur spoke on PPE and Hazmat compliance, OSHA, offer various training.
6. Next meeting January 15, 2015

Motion to adjourn made by Mrs. Carter, seconded by Mrs. Leduc, unanimous approval. Adjourned at 1:20.

These minutes are submitted subject to approval.

Respectfully submitted,

Brenda Carter

Original – Town Clerk

Cc: Board of Selectmen

Town Web Page Administrator

Committee Members