

September 16, 2016

The quarterly meeting of the Sterling Safety Committee was called to order at 9:00 a.m. by Chairman, Penelope Keith. Other members' present: Andrew Aubin and Joyce Gustavson. Members' absent-Russell Gray.

Audience of Citizens: None

Approval of Minutes: A. Aubin made a motion, seconded by P. Keith to approve the minutes of the 6/17/2014 meeting as written and presented. All voted in favor of the motion.

Correspondence: None

Unfinished Business:

- a. **Emergency Drills:** R. Gray was not available to give an update. Table to the next meeting.
- b. **Library:** Child safety electrical outlet covers have been placed in the children's section of the library and the play/craft area. This will need to be monitored to ensure that the children are not removing the outlet covers.

New Business:

- a. **Winter Safety (Sidewalks and Parking Lot):** The main focus is how to stop the water from flowing off the entryway roof, creating a puddle and freezing in front of the main entrance. Once the problem of where the water is coming from is identified, measures can be taken to divert the flow elsewhere. J. Gustavson will talk to R. Gray to monitor after a storm.

Accidents, First Aid, Near Misses: None

Any Other Business to Come Before the Safety Committee:

The next meeting is scheduled for Thursday, 12/18/2014 at 9:00 a.m. in the Conference Room.

Adjournment: A. Aubin made a motion, seconded by P. Keith to adjourn at 9:32 a.m. All voted in favor of the motion.

Attest: _____
Joyce A. Gustavson, Recording Secretary