

December 31, 2020

The Special meeting of the Safety Committee was called to order at 9:00 a.m. by Chairman, Russell Gray. Other members' present – Andy Aubin, Susanne Tetreault and Heather George.

Audience of Citizens: None

Approval of Minutes: H. George made a motion, seconded by A. Aubin, to approve the special meeting minutes of September 12, 2019 as presented. All voted in favor of the motion.

Correspondence: None

Unfinished Business

- a. **Library:** The air conditioning cord has not been secured, the uncovered electrical box does not have a permanent cover installed. R. Gray made a motion, seconded by A. Aubin to send Link Cooper a punch list of items to be corrected. All voted in favor of the motion.
- b. **Recreation:** The Recreation Department is working on additional storage to reduce floor clutter. The kick plate has not been secured to the interior of the storage closet door in the gymnasium and the air conditioning cord in Room 9 has been not been secured. R. Gray made a motion, seconded by H. George to send Link Cooper a punch list of items to be corrected. All voted in favor of the motion.
- c. **Clothing Bank:** The permanent cover in the hall outside the clothing bank has not been installed. R. Gray made a motion, seconded by A. Aubin to send Link Cooper a punch list of items to be corrected. All voted in favor of the motion.

NEW BUSINESS

- a. **Emergency Drills:** Russell Gray will coordinate with Jim Sweet and QVC to schedule an Emergency Drill in the spring.
- b. **Agricultural (State) Office:** No violations were noted.
- c. **Fire Marshal's Office:** Neat and organized.
- d. **Administrative Office:** Neat and organized.
- e. **Treasurer's Office:** No violations were noted.
- f. **First Selectman's Office:** Everything was in order; no safety issues were noted.
- g. **Consider & Act on 2021 Meeting Schedule:** H. George made a motion, seconded by A. Aubin to approve 2021 Meeting Schedule. All voted in favor of the motion.

Accident, First Aid, Near Misses: NONE

Any Other Business: None

Adjournment: H George made a motion, seconded by A. Aubin to adjourn at 9:45 a.m. All voted in favor of the motion.