

December 16,2021

The meeting of the Safety Committee was called to order at 9:00 AM by Chairman, Lincoln Cooper.

Other members present – Andy Aubin, Susanne Tetreault, and Heather George.

**Audience of Citizens:** None

**Approval of Minutes:** A. Aubin made a motion, seconded by H. George, to approve the meeting minutes of March 18, 2021 as presented. All voted in favor of the motion.

**Correspondence:** None

**Unfinished Business:**

- a. **Emergency Drills:** L. Cooper will coordinate with Jim Sweet and QVC to schedule an Emergency Drill in the spring.

**New Business:**

- a. **Central File Room:** No violations were noted.
- b. **Revenue Office:** Neat and organized.
- c. **Historical Commission Room:** No violations were noted.
- d. **Storage Room:** Everything was in order; no safety issues were noted
- e. **Consider and Act on 2022 Meeting Schedule:** H George made a motion, seconded by A. Aubin to approve the 2022 Meeting Schedule.

**Accident, First Aid, Near Misses:** None

**Any Other Business:** None

**Adjournment:** A. Aubin made a motion, Seconded by H George to adjourn at 10:00 AM. All voted in favor.