

Town of Lebanon  
Safety Committee  
Monday, January 22, 2018- **2:00 p.m.**  
**Town Hall**  
**Upper Conference Room**  
**MINUTES**

- 1.0 Call to Order: Chairman Linda McDonald called the meeting to order at 2:02 p.m. The following department representatives were present: Fire Chief John Lyon, LVFD President Mark Elliot, Donna Maheu (Library), Ian Havens (CIRMA), Jay Tuttle (Public Works) and Darcy Battye (Senior Center).
- 2.0 Approval of Minutes from the October 23, 2017 regular meeting:  
  
D. Battye MOVED to approve the minutes from the October 23, 2017 regular meeting as presented. J. Lyon SECONDED. MOTION CARRIED 6:0:1 with M. Elliot abstaining.
- 3.0 Discussion by Department: Incidents/Accidents; Safety Issues; Safety Improvements; new requests or suggestions
  - Public Works: J. Tuttle reported that the first aid kit at the Transfer Station was recently re-stocked. Discussion followed on the possible use of barricades for traffic control.
  - Police: No report.
  - Fire: J. Lyon reported on a fall on ice injury to one of the volunteer members. He said the annual ladder testing has been completed and hose testing will be done every two years. The department has purchase a utility terrain vehicle with rollover bar. This equipment is useful for rescues and transport of persons in rough terrain. M. Elliot said the perimeter lighting at the Fire Safety Complex has been fixed.
  - Library: D. Maheu reported on a recent episode of propane odor in the library that was investigated by the facilities director. One tank was empty and subsequently filled and the library was temporarily switched to electric heat until contractor could check the system. L. McDonald will check on the status of the repair.
  - Transfer Station: No report.
  - CIRMA: I. Havens distributed copies of 2018 online course offerings. An onsite session on Sexual Harassment will be arranged in the near future for all employees. He reported that he and Joe Noel conducted a Building Hazard, Security and Safety Assessment walk-through at Town Hall on January 9<sup>th</sup>. I. Havens said the report will be ready soon. J. Lyons requested a Building Hazard and Safety Assessment for the Fire Department. He and I. Havens will arrange a date for the walk-through.

- Town Hall: L. McDonald said she will schedule a CPR/First Aid course for Town employees with LVFD member Brian Green possibly in February.
- Senior Center: D. Battye reported on a minor slip and fall by a patron before the recent snowstorm. She said she is working with Animal Control on an issued with the owner of an aggressive unleashed dog on senior center property. She requested that DPW look into posting a 15 mph speed limit sign at the beginning of the driveway leading to the senior center or the installation of a speed bump to deter speeding.

4.0 Adjournment: J. Lyon MOVED to adjourn the meeting at 2:40 p.m. D. Battye SECONDED.  
MOTION CARRIED 7:0:0.

Respectfully Submitted,

Linda McDonald  
Chairman