

SAFETY MEETING MINUTES

October 5, 2020

There was a Safety Meeting Monday, October 5, 2020 at 6:30 p.m. The meeting was held in person and by remote teleconference.

PRESENT: Tom Brady, Chair, Cindy Silver and Kevin Meehan, members; all members comprising a quorum of the board.

ALSO PRESENT: Kathi Marshall, Assistant to the Select Board; Mark Dubois (Highway Foreman), Bruce Hartford and Jimmey Howland (Transfer Station Attendants), Chris Milligan (Fire Chief) and Hank Verett (Emergency Management Director) were also present.

Tom Brady called the meeting to order at 6:30 p.m. and read the following statement:

As Chair of the Jefferson, New Hampshire Select Board I find that due to the state of emergency declared by the governor as the result of the COVID-19 pandemic and in accordance with the governor's emergency order #12 pursuant to executive order 2020-04 this public body is authorized to meet electronically. (There is also a physical location from which to observe and listen contemporaneously to this meeting, which is the town hall.) Please note which was authorized pursuant to the governor's emergency order. However, in accordance with the emergency order I am confirming that we are:

- A. Providing public access to the meeting by telephone and in person, and we are utilizing a telephone service so all members of the Town of Jefferson Select Board have the ability to communicate contemporaneously during this meeting through this platform. And the public has access to listen and, if necessary, to participate in this meeting by dialing the following phone number: 1-866-678-6823 and needing ID number 8959399 followed by the pound (#) sign.
- B. Providing public notice of necessary information for accessing the meeting. We previously gave notice to the public of the necessary information for accessing the meeting including how to access the meeting telephonically. Instructions have also been provided through the Town of Jefferson's website www.jeffersonnh.org
- C. Providing a mechanism for the public to alert the public body during the meeting if there is a problem with access. If anybody has a problem please call 586-4553 or e-mail towwnofjefferson@myfairpoint.net.
- D. During the meeting if the public is unable to access the meeting. In the event the public is unable to access the meeting they will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting will be done by a roll call vote, so let's start the meeting by taking roll call attendance: Tom Brady, Chair, "present." Cindy Silver, Select Board Member, "present." Kevin Meehan, Select Board Member, "present."

Tom said the last Safety Meeting was about four months previous, and he wanted to check in with everyone to see how everything was going in each department and if there was anything the staff needed moving forward.

Town Offices: Kathi said since the town offices reopened things were going fairly well. She mentioned it was difficult mastering the town hall door. Often during the day it was wide open because it is so difficult to pull closed that when people left and let it close itself, the wind always blew it open. There was a small issue with folks coming in without masks, but Kathi said while there were some challenges, she thought things were going pretty well.

Cindy said we should look at the lock on the door. Chris said if it's changed out they would need to make sure there was a new panic bar on it. Tom said they would continue to discuss that at the Select Board meeting.

Transfer Station: Jimmey said at the Transfer Station things were going well. He had one concern and that was the room with the electronics. He said the floor was soft; pretty tender. He said he doesn't want anyone to get hurt by putting their foot through the floor. Jimmey mentioned they had put plywood on the top to make the floor sturdier a while back, but that began to get soft, so he believes it's the wood underneath. Kevin said he would take a look at it.

Highway Department: Mark said he has no complaints, that things on the roads are going pretty well. There are no safety issues with the equipment. Trucks are well maintained and they are preparing for winter.

Fire Department: Chris said the Fire Department and EMS are doing okay. He said the new furnace has been installed in the station and the fire vehicles have all been inspected. He said they are prepared.

Any other business: Tom asked if there were any additional comments and Kathi said a company offered to give the town free masks several months ago. She ordered 1000 of them—two boxes of five-hundred a piece. One was for the transfer station and the other was for the town hall/offices. She received them so the town does have stock of masks.

Chris mentioned they were clearing brush around the Waumbek wall and it will help give them access and parking for their trucks. It also helps with seeing up and down the road when the fire vehicles are moving in and out.

Kevin asked about the Waumbek parking lot that used to be used for overflow parking for the hiking trails up on Starr King. He wondered if there had been any agreement with the Waumbek at any time to use it. Chris said he was not aware of any previous agreement.

Tom asked if anyone had any concerns about COVID or other issues, and no one had questions. Tom said we would meet every quarter going forward.

Adjournment: Kevin made a motion to adjourn. Cindy seconded the motion. A roll call vote was taken with Cindy voting “aye,” Kevin voting “aye,” and Tom voting “aye.” The motion passed and the meeting was adjourned at 6:58 p.m.

Respectfully submitted,

Adjournment: Cindy made a motion to adjourn the meeting. Kevin seconded the motion. Tom took a roll call vote. Cindy voted “aye,” Kevin voted “aye,” and Tom voted “aye.” The motion carried, and the meeting was adjourned at 8:45 p.m.

The next meeting of the Select Board will be Monday, October 19, at 7:00 p.m.

Respectfully submitted,