

Workplace Health and Safety Meeting Minutes

December 12th, 2017 Chester Town Hall

- I. **Call to Order:** The meeting was called to order at 9:45 am. Attendees: Jenny Watrous, Pam Larson, James Gryzbowski, Elizabeth Netsch. Introductions were made.
- II. **Previous Minutes:** The minutes of June 13, 2017 were reviewed. Jenny Watrous moved to accept as presented and Elizabeth Netsch seconded. The minutes were accepted.
- III. **Business: Health and Safety Program Ideas** –No new program ideas.
- IV. **Department Reports**
 - A. **Chester Hose Company:** No report.
 - B. **Chester Elementary School:** Phase one in rebuilding Project Adventure is completed.
 - C. **Chester Public Library:** The State cannot put a railing next to the outside stairs with the mailbox because there was no permit taken out for the stairs. Next step would be trying to move the mailbox. Pam was going to check with Stephanie to see where they wanted to move it. Then the Post Office will be contacted to see if it is possible.
 - D. **Park and Recreation:** Yoga will run until Memorial Day. Ballroom Dancing has 2 more sessions and the first was very successful. CPR and First Aid will run again in March 2018, Employees and Volunteers are free.
 - E. **Police Services:** Jenny Watrous reported that the Town hired a second part time Officer that has started working.
 - F. **Public Works:** No report
 - G. **Town Hall:**
 - V. **Audience of Citizens** – None.
 - VI. **Other Business** – AED Machines. James will do inventory on them, bring one to the Town Hall and let Jenny know which ones need to be replaced.
 - VII. **Next Meeting:** March 6th, 2018.
 - VIII. **Meeting was adjourned at 10:04 am.** Motion by Elizabeth Netsch, seconded by James Gryzbowski. Approved.

Respectfully submitted, Jenny Watrous