

TOWN OF RICHMOND
NEW HAMPSHIRE
Office of Selectmen



**Safety Committee (Joint Loss Management) Meeting
Monday, October 6, 2014**

Members present: Melanie Ellis, Lt. Richmond Fire Department, Sandra Gillis, Carol Jameson and Kathy McWhirk, Selectmen. Meeting was called to order at 5:00 PM.

Meeting Date/Representation. The group discussed meeting day/time, since 5 PM is too early for some current members. We also discussed the need for additional employee representatives to meet NHDOL requirements. Currently there is one member who is an employee, the rest are classified as management. We would like a representative from each department and will contact departments to send a representative once the date and time have been determined.

Safety inspections. At the next meeting, members will get a building inspection list to use while inspecting the municipal building in which they work. Municipal buildings include the Library, Police Department, Fire/Rescue & Emergency Management, Highway, Town Hall and Veterans Hall. The Selectmen will inspect the Town Hall and Veterans Hall.

Minutes of the July 7/7/14 meeting were approved as written.

Meeting was adjourned at 5:20 PM

Minutes recorded by S. Gillis