

**Worksite Safety and Health Committee**  
**June 7, 2018**

Present: Public Works David Caroline; Assistant to Selectmen Maria Lucarelli, Essex Elementary School Principal Jennifer Tousignant, Teacher Representative Deb Boutilier-Minor, Maintenance Supervisor Tom Fitzgerald, Cafeteria Supervisor Jane Hall, Director of Public Works Ryan Welch, Director of Park and Recreation Mary Ellen Barnes, Emergency Management Director William Buckridge.

William Buckridge called the meeting to order at 7:47 a.m.

**Approval of the Agenda:**

**Motion** was made by William Buckridge to approve the agenda. Mary Ellen Barnes seconded the motion, it was unanimously approved. Motion carried.

**Approval of the Minutes:**

**Motion** was made by William Buckridge to approve the March 1, 2018 minutes. Mary Ellen Barnes seconded the motion, it was unanimously approved. Motion carried.

**Communications and Correspondence:** None

**Old Business:** None

**New Business:**

Deb Boutilier-Minor had nothing new to report from the teachers.

Jane Hall reported there are no safety issues in the kitchen and the May inspection is pending.

Jennifer Tousignant reported there was only one injury when an employee jumped over fence and fell, causing an injury that warranted a visit to the clinic.

Tom Fitzgerald had nothing new to report and no injuries.

Mary Ellen Barnes reported that she didn't have any safety issues. They inspect the parks at least once a week. Viney Hill Park has some low hanging branches that should be removed. Ryan Welch and Mary Ellen will take a look today to determine which branches can be removed by Public Works. Mary Ellen reported she held a First Aid CPR class that was well attended. Park and Recreation Summer staff and other Town employees attended. Mary Ellen mentioned that a boating safety course was also held recently, and well attended.

Dave Caroline had nothing new to report

Ryan Welch had nothing new to report.

William Buckridge had nothing new to report.

Maria Lucarelli had nothing new to report.

**Meeting Dates**

Next meeting will be Thursday, September 6th, 2018

**Motion** was made by Maria Lucarelli to adjourn at 8:08 a.m. Tom Fitzgerald seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria Lucarelli