

**BOARD OF SELECTMEN
TOWN OF MADISON
January 19, 2017
MINUTES**

Selectmen Present – Josh L. Shackford, John Arruda, Robert J. King, Jr.

Others Present – Primex Risk Manager David Whitham; Road Agent William Chick Sr.; Highway Department Employee Robert Hatch; Administrative Assistant Linda Shackford

Where and When Posted – Town Hall upper & lower bulletin boards and Madison & Silver Lake Post Offices on January 11, 2017.

Meeting Called to Order – By the Chairman at 10:00 am.

APPROVAL OF MINUTES:

There were no minutes

APPROVAL OF MANIFESTS:

There were no manifests

PUBLIC COMMENTS:

There were none.

DISCUSSION:

The Board along with Road Agent Chick and Primex Representative David Whitham reviewed the Town garages and vehicles. Mr. Whitman asked if the inspection issues have been resolved. Chick responded yes, both vehicles have passed their inspections. During the wait for the u-bolts to make a repair the inspection fell off his radar; all is up to date now. The sticker will be put on Truck #9 as it meets inspection criteria.

J. Shackford asked about the need for a ventilation system in garges. Mr. Whitham noted that there are several options and it is always a good idea. J. Shackford asked about doing it for a fire department. Mr. Whitham was of the opinion that in a full-time fire department it is a necessity.

Arruda asked about requirements for seatbelts. Mr. Whitham stated that the seatbelt must have what it was when manufactured, not to say it cannot be more up to date.

Throughout the review, Mr. Whitham noted some suggestions for a safer work atmosphere:

- Be sure wing plow is hooked with chain when in upright position as hydraulics could fail;
- Heat versus smoke detectors in the garages;
- Eye wash stations;
- Emergency boiler shut off switch could be relocated for safer access;
- Consider a ventilation system;
- General housekeeping and clearing out of old supplies to reduce slip/trip/fall risk;
- Clear away stored items from breaker panels and exit areas;
- Remove OHW items and tires to cold storage allowing for ease of movement through building;
- Install guard on bench grinder;
- Keep protection cap on top of any pressurized gas cylinders;
- Develop a pre-trip inspection list for trucks.

In general, Mr. Whitham found nothing alarming or that stands out. Mr. Whitham stated that things can always be done better with any town Department of Works. Mr. Whitham stressed “housekeeping” to prevent slip/trip/fall accidents.

11:09AM – Shackford made a **motion** to adjourn, seconded by Arruda, and so voted **3-0**.

NEXT SELECTMEN’S MEETING – The next Selectmen’s Meeting will be on Tuesday, January 24, 2017 at 5:30 p.m. in the lower level of Town Hall.

Respectfully Submitted,

Linda Shackford, Administrative Assistant
Recording Secretary