

**JOINT LOSS MANAGEMENT COMMITTEE MEETING DRAFT MINUTES
TOWN OF TROY**

Tuesday November 10, 2020

Selectmen Present: Richard HKS Thackston (NS), Mary Guild (S), Sarah Lashua (NS), Dave Ellis (S), Rhonda Sheats (NS)
(S-Supervisor, NS-Non-supervisor)

The Meeting opened at 12:00 PM.

Members of the Public Present: Officer Tabitha DiRienzo

Public Comments: None

New Business:

The committee met at the Highway Garage at 58 Dort Street

Newest member, Rhonda Sheats from the Water/Sewer Department was very helpful in explaining what the group will be looking for during the inspections of facilities. Rhonda brings experience to the committee and the other members are grateful.

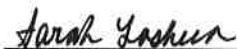
Mary Guild supplied each member with a Health and Safety Inspection form for each of the facilities the committee is inspecting today.

The committee toured the Highway Barn. There are two electrical panels at the facility. The one in the front of the building was clear and easy to get to. The panel in the rear of the building had a few items blocking it. The Road Agents was made aware of the recommendation to remove the items from that spot. Otherwise the building was very neat, clean, and well organized and appears very safe.

The committee next traveled to the Transfer Station. The interior of the facility was again well organized and neat and clean. Most everything seemed to be in good order. There was an extension cord hanging from the ceiling in one area of the building. The group will notify the Superintendent the cord must be removed. The other issue was with an uneven surface in the floor that could be a tripping hazard. The Superintendent will be notified that needs to be made evident to all employees. Only employees are allowed in the building, the public must remain outside for all business at the facility.

The meeting ended at 12:51 PM.

Next Meeting: February 9, 2021, the committee will inspect the Fire Station and the Water/Sewer Department facility.



Sarah Lashua
Administrative Assistant
Joint Loss Committee