



Town Hall  
18 Depot Hill Road  
Henniker, NH 03242

Tel: (603) 428-3221  
Fax: (603) 428-4366

Incorporated November 10, 1768  
"Only Henniker on Earth"

## TOWN OF HENNIKER, NEW HAMPSHIRE

# Safety Committee Meeting Minutes

**DATE:** 5/5/2022

**INITIATED BY:** Deb Aucoin, Deputy Town Clerk/Tax Collector

**PREPARED BY:** Deb Aucoin

**IN ATTENDANCE:** Deb Aucoin (Town Clerk/Tax Collector), Chief French (PD), Rocky Bostrom (FD) Chief Morse (FD), Diane Kendall (Town Administrator), Ryan Bumford (CSWW), Marc Boisvert (Transfer/Buildings) and Ken Levesque (Wastewater Department).

Deb called the meeting to order at 10:08 a.m.

### 1. Minutes

Minutes to approve are February 23, 2022. No one had any comments or corrections.

**Rocky Bostrom moved to approve the minutes for February 23, 2022. Jim Morse seconded. Motion carried 8-0.**

### 2. New Business

The committee toured the Grange, Food Pantry, boiler room and upstairs storage with the JLMC inspection checklist and discussed the outcome of the Fire Safety Inspection.

- a) Reviewed repairs currently in progress at the Grange and Food Pantry. Marc Boisvert hired Mark Aucoin to replace and repair the emergency lights, smoke detectors and the safety light from the Grange to the Food Pantry backdoor.
- b) JLMC Health & Safety Inspection found many concerns.

Grange: Main floor outlets in the kitchen do not work, carpet is ripped/torn, back exit door needs a crash bar. Attic needs fluorescent light repaired or replaced and smoke alarms are needed.

Food Pantry: Top and bottom steps are not flush creating trip hazard, blocked walkway with food bags, chest freezer is in front of / under the electrical panel, ceiling panels are missing above electric panel, ceiling under stairs and in office area at entrance of FP. Need ground fault outlets and exit

signs. Furnace/water heater needs a fire rated door, ceiling, and walls. CO detectors are needed. There is no handicap access for the Food Pantry. There is no State inspection on the boiler. MSDS (Material Safety Data Sheets) need to be in a binder available for employees.  
\*Diane will help Marc with this.

Additional discussions:

Getting AEDs for Town buildings and training employees.

Concerns about Carol Conforti-Adams holding office hours for Human Services.

Fire extinguishers / fire suppressant inspections

A suggestion was made to list corrections / repairs and give a date timeline for completion.

Set next meeting date in 3 months at 8:15am.

\*\*Peter is BOS rep. and is available Wednesday but not Thursday. Jim M. is off on Wednesday but available Thursday.

**Next meeting date was set as \_\_\_\_\_, 2022, at \_\_\_\_\_ am at the \_\_\_\_\_.**

**Matt French moved to adjourn the meeting. Rocky Bostrom seconded. Motion carried 8-0  
Meeting was adjourned at 11:30am.**