

**Town of Walpole**  
**Minutes of the Safety Meeting**

**August 24, 2023**

**Present:** Keith Hebert (Highway), Tom Donovan (Recycling) and Brad Nash (Town Hall) Christine Burchstead (Library), Jason Colburn (North Walpole Fire)

**Not Present:** Adam Howard (Police)

**Reading of the last meetings minutes:** The last meetings minutes were read by Brad Nash. It was noted that there is some incorrect information in the minutes as to who was present for the last meeting.

The minutes should show Keith Hebert, Tom Donovan and Brad Nash were the only people present.

**Review of Injuries:** There was an injury report submitted by the Recycling Department. The injured person was not a town employee.

Brad Nash responded with the Walpole Ambulance and remained on scene for a few minutes to look for any factors that might have caused this person's injury.

The pavement is in good condition, there are slight high and low spots, but none are more the gravel area of the yard.

A family member commented that the injured person is elderly and not perfectly steady on her feet.

**Old Business:** There was no Old Business.

**New Business:** Today the committee will conduct a safety walk through the Walpole Library today.

Items that are of concern:

- Meeting room table legs need tightening, the table wobbles a bit.
- Concrete Walkway needs repair or replacement.
- Reading Room mini split needs servicing, it is leaking water.
- Oil Furnace hasn't been serviced in a few years.
- An Electrical box next to the furnace is missing a cover and the wires only have electrical tape on them, wire nuts are needed.
- Water heater needs its air filter washed.

**Next Chairperson:** Brad Nash

**Next Meeting:** November 16<sup>th</sup>, 2023, walk through of North Walpole Library, Fire Department and Police Station.