TOWN OF DUBLIN
Quarterly Safety Meeting

Date: December 18, 2018

Attendees: Tom Vanderbilt, Chair; Roger Trempe, Mike Borden, Chief Suokko and Cindy Lundberg

Tom called the meeting to order at 11:00 a.m.

Roger reported no winter issues with highway. He plans to test CO levels in barn after trucks depart/leave barn. Police Department in need of salt, Roger will provide. Water issues at PD planned to be corrected next year. Library, Archives and Post office no current concerns. Roger reported walkway at the Post Office will be assessed in upcoming year. Mike Borden no concerns. Up and coming additional apartments and coffee shop added to town.

Mike reported Beech Hill reported that building could be taken down once weather permits.

New AED for Police Station and Town Hall was donated by Peterborough. They will be recognized by Selectmen at an upcoming meeting.

2019 meetings scheduled for 2nd week of the month quarterly on March 12th, June 11th, September 10th, and December 10th at 11:00AM.

There being no further business, on a motion by Tom, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

[Signature]
Cindy Lundberg
Town Administrator Assistant
TOWN OF DUBLIN
Quarterly Safety Meeting

Date: August 28, 2018

Attendees: Tom Vanderbilt, Chair; Roger Trempe, Mike Borden, Chief Suokko and Sherry Miller

The Committee met for its third quarter meeting.

Met to discuss the damage done to the roads due to the storm on August 17, 2018. Tom Vanderbilt, Roger Trempe and Sherry Miller were out on Saturday, August 18, 2018 to view roads affected by the storm the night before and took pictures. Roger reported all roads affected are passable at this time. Roger and Sherry will contact FEMA to see if the storm will be declared an emergency and if funds will be available. Roger will be putting together a list of roads that still need repairs to present to the Selectmen.

Respectfully submitted,

Sherry Miller
TOWN OF DUBLIN
Quarterly Safety Meeting

Date: June 12, 2018

Attendees: Tom Vanderbilt, Chair; David Stone, Mike Borden, Chief Suokko and Sherry Miller

The Committee met for its second quarter meeting.

Sherry had no issues to report concerning Town Hall.

David advised that the Highway Department fixed the steps at the Post Office and Roger is working on getting a quote to redo the sidewalk.

Respectfully submitted,

Sherry Miller
TOWN OF DUBLIN
Quarterly Safety Meeting

Date: March 7, 2017

Attendees: Tom Vanderbilt, Chair; Roger Trempe, Mike Borden, Chief Suokko and Janice Pack

The Town survived the windstorm with just a few close calls.

Tim reported an issue with the generator at the Police Station – the generator did not switch over automatically when the power went out like it was supposed to. Sherry is having this looked at.

Tom reported that one of the Fire trucks had a marker light out – they are getting that fixed.

The front door at the Town Hall would not stay closed during the strong winds, and caused the alarm to go off repeatedly. Sterling is coming over to fix the door.

Roger noted that the chainsaws have been fixed, but they still need a new eye wash station. Tim noted that the one at the Police Station appears to have a lot of minerals in the water. Mike will pick up some test kits and take samples of the water at the Police Department, Fire Department, Post Office and Highway Department to have the water tested.

Roger reported seeing some 5 gallon buckets tipped over past Stonewall Farm on Page Road, and wondered if they may have contained fluids. These may belong to the logger. Mike will check that out today.

There is a new security system in the school. Visitors need to be buzzed in now.

Tom, Roger, Mike, and Tim were all very proud and appreciative of their new yellow jackets.

The Police Department is still in the process of hiring a new officer, and Tim feels this will be done by the end of the month. Tim said that Jeremy is doing ALICE Training with the schools and offered to hold one at the Town Hall as well. He will be doing a monthly program at the Community Center for the entire community to attend, and is looking for other ideas and topics. Mike mentioned a fire safety program that he worked on and offered to present that, too.

The next meeting will be held on June 13th at 11:00. The Safety Committee will plan to tour the Fire Department, Police Station and the Library at that time.

Respectfully submitted,

Janice Pack
Town Administrator’s Assistant
TOWN OF DUBLIN
Quarterly Safety Meeting

Date: November 22, 2016

Attendees: Tom Vanderbilt, Chair; Roger Trempe, Mike Borden, Sgt. Jeffers and Janice Pack

Tom stated the purpose of the Safety meeting for those attending for the first time on behalf of their departments: To mitigate hazards where we can, from each department. Practice Safety First, all the time! We need to be the eyes and ears of not only our respective departments or buildings, but of the entire town. There are booklets available in the Town Administrator’s office for further information on proper procedures and safety habits.

The back parking lot was recently paved, and after a complaint that it was “too dark out there”, light bulbs were replaced. By identifying the problem, and communicating quickly, it was resolved without any accidents.

Roger spoke on behalf of the Highway Department. He said they have a couple of chainsaws on which the clutch brakes are not working well. They were purchased in 1998. May just need a new band? They have eliminated the sand problem, and the guys won’t have to climb up on the trucks anymore. The building doors are working fine. The fire extinguishers were inspected recently (this was done throughout the Town).

A new eye wash station is needed. The old one fell off the wall, and split the bottom. Roger and Brian are working on this.

They have been busy clipping brush at corners, curves and intersections to provide better visibility and increase the line of sight.

Mike mentioned he had received a complaint regarding access to the elementary school for walkers, mainly from those walking to school from directly across the street. The stairs have no hand rail, and there are more than 4 risers. It is also thought that the whole ramp should have a handrail as it is all uphill and gets icy.

The crosswalk was discussed. The State will not stripe it, as it is not a legal crosswalk; it cannot go into the stairs as that would not be handicap accessible.

He mentioned moving the Town Clerk/Town Tax Collector’s office downstairs. This would provide room for that office to grow and room for storage. It would address and eliminate many issues including safety, security and handicap access.

Tom said everything at the Post Office looks good.
He shared an alert he had received from the Head of Security at a hospital regarding the safety of patients, EMT's and Police Officers. Recently an impaired person who was not under arrest was being transported to a hospital and an officer rode along with him. At the hospital he voluntarily handed over a weapon. This could have been a real problem had he decided to USE that weapon during the transport. Find creative ways to pat down a patient – such as asking if there is any pain in a body part you are touching – remember, safety first!

Sgt. Jeffers also had a complaint regarding the crosswalk on his list. There was also a complaint regarding the sign at the intersection of Upper Jaffrey Road and Church Street; a resident wanted the intersection advisory sign moved closer to the intersection on the north side.

The cruisers are ready for the winter, and the new oil tank has been installed.

The next meeting will be held in March; an email will go out in February regarding dates. The Safety Committee will plan to tour the Fire Department, Police Station and the Library at that time.

Respectfully submitted,

Janice Pack
Town Administrator’s Assistant
Safety Meeting (a/k/a Joint Loss Committee)
June 17, 2016
11:00am

Present: Sherry Miller/ Town Administrator, Tom Vanderbilt/Fire Chief, Mike Borden/Code Enforcement Officer, and Roger Trempe/Highway Dept.

Roger stated that the hole at the Town Hall parking lot had been repaired.
Step and the Post Office is repaired.
Highway Dept. eyewash station is broken
Mike Borden will test the Highway Dept’s water
Highway saw some chainsaw helmets they would like . . . . they are due for replacement

The Police Chief applied for an Active Vest Grant worth $1,000

Mike stated that the Yankee Solar project (120 KW) is a go. Anything within 8 feet of reach needs to be grounded, so it will be fenced in
Dublin School (400 KW) may be a go soon
Potential for 2 Dublin School renovations

Board of Selectmen have addressed the tax collector security issue

Meeting adjourned at 11:30am
Date of next meeting has not been set at this time.

Respectfully submitted,
Tom Vanderbilt, Fire Chief
Town of Dublin
Safety Meeting
Tuesday, June 23, 2015

Present:
Sherry Miller/Town Administrator, Roget Trempe/Highway, Mike Borden/Code Enforcement and Tom Vanderbilt/Fire Chief

New Business:
1. Stop sign, Old Troy Road
2. Post Office step

Will need to talk with Brian Barden/Road Agent

Old Business:
Mike will call generator company to witness a start up for the generator that was moved to behind the Archives Building.

Tree at the Police Station has been trimmed by Highway

Respectfully submitted,

Tom Vanderbilt
Fire Chief
Town of Dublin  
Safety Meeting  
Tuesday, March 31, 2015

Present:  
Chief Steve Sullivan/Police, Roger Trempe/Highway, Mike Borden/Code Enforcement,  
Sherry Miller/Town Administrator, and Chief Tom Vanderbilt/Fire

New Business:

Tom checked with Brian about a lack of stop sign at the corner of Merriman/Old Harrisville Road.  
Brian stated that road sign was being replaced, and he will add a stop sign to it.

PD reported that their gun safe is in, and that the tree on the corner of Church and Main is interfering with the wireless reception for the security camera at the Fire Dept that is monitored by the Police.  
The Police Chief also reported the branches hang down in the way of the handicap ramp and that it continually drops branches and debris blocking wheelchair and walker access.

Mike Borden reported that the Dublin School is looking at a very large solar array and discussed some of the safety and security aspects it would involve.

The group discussed reflective jackets for the highway. Roger felt they might be beneficial while the guys are out plowing, but they would not be used around the shop. Sherry will follow up with Uniform Supply for availability.

Respectfully submitted,

Tom Vanderbilt  
Fire Chief
Safety Meeting
8/13/14

Present: Sherry Miller, Roger Trempe, Dan Cheshire, Tom Vanderbilt

Town Hall:
noticed that there is a lock on the north door first floor basement that could block egress, that must remain unlocked whenever building is occupied. We may want to look at removing it.

Town Hall Parking Lot (lower):
Committee reviewed the site line pulling out onto Church Street. Investigating a complaint of difficulty seeing cars come down Church St. and whether a mirror would be helpful on the police building or not. Committee did not feel that a mirror would solve the problem.

A no parking fire lane sign at the entry of the lower parking lot could be needed.

Police Department:
The birch trees have been trimmed but there is further dead wood that had been broken and hanging which need further attention.

Post Office:
Roger noted that the ash trees blocking the site line pulling out of the parking lot have been trimmed.

The bull nose on the broken step has been replaced eliminating the hazard.

Library:
Everything looked good. One granite slab outside by the steps to Rte 101 has heaved and created a small lip that could be a trip hazard. No other deficiencies were found.

Respectfully submitted,

Tom Vanderbilt, Fire Chief
Minutes of Safety Meeting  
June 17, 2014  
1:00pm  

Present: Sherry Miller, Town Administrator; Roger Trempe, Highway Department; Mike Borden, Code Officer; Steve Sullivan, Police Chief; and Tom Vanderbilt, Fire Chief  

Issues:  
Highway: None  
Police: Trees on Church Street hanging over handicap ramp and blocking the Stop sign  
Post Office step bullnose was missing. Sherry will talk to Brian. Orange paint was applied to highlight the hazard.  

**Next meeting:**  
Wed, August 13th at 10 a.m. (library will be open to visit)  

Respectfully submitted,  

Tom Vanderbilt  
Fire Chief
Town of Dublin
Joint Loss Management Committee
Tuesday, April 8, 2014

Present: Tom Vanderbilt-Chair, Roger Trempe, Sherry Miller and Steve Sullivan. Dan Cheshire and Mike Borden were excused.

Tom asked Steve Sullivan if he had any concerns with the Police Department. Steve said that he has been making notes of some items. One item that is relatively minor that he hopes to address soon is the need to purchase a gun locker. Some long term items that need to be addressed is a place to properly secure a prisoner during the booking process. A possible solution was to make a “booking” area in the basement of the Police Department was discussed.

No issues were reported at the Highway Department.

There was a brief discussion about a grant opportunity for AED’s. It was suggested that perhaps we get a few to be placed at the Town Hall, Transfer Station and Library. Tom will look into.

Storage in the front hall at the Town Hall and basement was discussed. It was agreed that the numerous brooms and other items needed to be removed from in front of the Town Clerk’s emergency exit door. Sherry will take care of this.

The shrubs on either side of the walkway behind the Town Hall are blocking access to the walkway. Roger will remove them.

The fence on the left side of the Archives building needs to be fixed.

The next JLMC meeting will be held in June. Tom will be conducting a fire extinguisher training session for all Town employees.

Respectfully submitted,

Sherry Miller