

Newfound Area School District
District Wide Joint Loss Management Committee

Minutes

Date: November 2, 2010

Present: D. Rossner, B. Wheeler, L. Shanley, S. Degrace, T. Fitzpatrick

Called to order at 3:05 pm

A group review and update of previous meetings minutes occurred. Included in the update was a review of the Honeywell project.

LS concerned about NMMS Gym doors functionality, awareness of new doors being imminent. DR communicated that the new doors were actually installed at the end of last week. LS concerned about large gatherings, communication. Details provided about CD making its way around the district to Principals with instructions on how to address crowds prior to events starting.

Eyewash stations were discussed, NMMS Nurse's office has one that needs attention. DR to communicate such with Facilities Manager for review of all in district. Discussion of where in district additional stations may be helpful such as A. Bagley's room and Tech Ed rooms. BW made note of sink-friendly stations installed by previous employee John Morgan.

SD communicated that the BHVS has no safety issues to share. She did make note of the parking lot resurfacing project conducted by the BH Village District (the building owner), and suggested it may result in icing issues due to drainage. Requested we provide additional salt and sand available to custodial staff to supplement town efforts. DR will coordinate that with Facilities staff.

Mention was made of Denton/Tapio (Local Fire Chief & EMS Chief) inspecting facility today. Inspection went OK, but DR questioned why the District was not notified, will check with Building Administrator (D. Andrews). Not avoiding inspection, just understanding purpose.

TF concerned about ice dams at DES in rear-right corner; looking for guidance on snow clearing. The concrete pad installed last fall has improved ability to keep fire door clear and accessible during winter months. The out of service freezer is still in the MPR; GKS showed up last week to remove it, but needed help. DR will contact Carol Exford about it.

TF requests keys to new boiler room doors at NMMS. Suggested also that Substitute Custodians may need some training before they are left alone in buildings. DR will review procedure and provide response.

BW inquired if a plan exists for all employees to wear ID on lanyards. Also concerned about signage by Gym Parking Lot, which has disappeared. DR will review with Facilities Manager.

BW brought forth discussion about handicap access to Softball field at NRHS, which is used as a gathering spot during Fire Drills. Is this appropriate? Another issue may be occurring at the center staircase, by the elevator and art room: The handrail does not come all the way up. A person descending must go down a step or two before reaching the handrail. DR will review with Fire Chief at next inspection.

A discussion ensued about new lighting. BW has measured reading of 65 Foot Candles being reduced to 32 Foot Candles at the work surface in his office. DR reviewed the entire Sebago measurement and validation audit contracted for as part of the Honeywell project. We will share results when complete. This discussion concluded with acknowledgement that no real lighting standards exist.

BW did note that the work done by Honeywell to the Emergency Egress doors in his room (Tech Ed) has made the doors function much more easily.

BW has requested that the Sink area in Tech Ed has ductwork that is near a roof drain, which leaked in the recent heavy rains. BW wondering if our Roof Access directive should allow for access if need is deemed to be immediate. DR will review and provide additional guidance.

TF questioned the Air Quality at NMMS and if Honeywell would be installing ventilators like those being installed at BES. DR reviewed "No Means No" statute implications; also detailed intents to gradually upgrade through operating budget in the coming years.

Meeting adjourned at 4:10 pm