

## **Savoy Safety Committee Meeting**

March 18, 2025 @ 6:00pm

Attendance: Jordan (Police Chief), Marie (Selectboard), Jon (Highway Dept.), Erin (School Committee), Tracey (School Principal), Steph (Parks & Rec Chair),

1. The purpose of this committee is to create safety policies to take advantage of insurance discounts. Jordan provided a brief summary of each policy and asked clarifying questions to assure that the policy is accurate and comprehensive. The policies will be submitted for approval as written.
2. Storm Preparedness & Response - A plan for a significant storm emergency. (See Policy)
3. Cyber Incident Response Plan & Tabletop Agenda - (See Policy) Jordan is going to contact Josh Arico, NBSU Technology Director, to compare the NBSUnion's cyber security plan vs. the Town's cyber security plan.
4. Policy for Responding to First Amendment Auditors - (See Policy)
5. Crisis Communication Plan - (See Plan)
6. First Amendment Auditor Interaction Policy - (See Plan)
7. Preventative Maintenance & Inspection Program for HVAC Systems - Jordan reviewed a few lines of the policy, in particular, the parts of the policy that apply to the school.
8. Miscellaneous -
  - a. Jon is going to put together a plan to implement a facilities manager for the town, and will submit it to the finance committee. This position would be done through the increase of time and salary for one of the DPW staff members. Jordan is going to put a policy together that would support the implementation facilities manager and
  - b. Jordan clarified that the school is owned by the town and should be included in the facilities manager role and all safety plans.
  - c. School committee will have to vote on all safety policies.
  - d. The Safety Committee will be responsible for researching and applying for safety grants - First Aid, AED, etc.
  - e. Jordan reviewed the list of possible discounts and training opportunities to further reduce insurance costs. We agreed to focus on those points that give us the biggest bang for our buck.
  - f. Next meeting is scheduled for April 15th @ 5:00pm.
9. Meeting Adjourned at 7:04pm

Minutes approved 4/15/25