

Minutes of the
Joint Loss Committee Meeting
Friday, September 03, 2010
8:00am

Members present: Chet Murch, Chairman; Bill Stevens; Michelle Stevens; Chris Buslovich; Roger Rice; Warren Hatch; and Caren Rossi

Chairman Murch opened up the meeting at 8:10 am.

Minutes:

Chairman Murch asked if anyone had any issues with the minutes from the last meeting.

Being none. Roger Rice made a motion to accept them.

Second by Chris Buslovich.

Vote: all motion carried.

Outstanding items:

Bill Stevens also submitted a letter address different safety concerns he has address throughout the different town buildings. He asked the committee if they thought heavy duty extension cords to an outlet was acceptable? Or if this needs to be addressed.

The committee discussed this and Bill Stevens is going to ask Scott Nemet about this issue.

Bill Stevens also explained that he has an issue with the ice buildup by the cemetery at the complex. He explained that the roofing company expressed that heat tape is no longer allowed.

Chet Murch stated he would speak with Randy Stevens and see what he suggests to fix this issue.

Caren Rossi explained that she has received replies from some departments regarding the safety inspection letters. The committee discussed the outstanding ones and a follow up letter will be sent.

Training:

Caren Rossi explained that certificates have been received from the LGC for the lifting class. All but approximately 3 people attended the training. She asked if we wanted to schedule a makeup class for these people. There was a discussion as to what day of the

week and time to schedule this. If it is just for the Library personnel a Thursday or Friday morning at 8 am works the best.

Chet Murch is going to ask Linda Reinhold if she plans on attending and if so what day worked better for her.

Caren Rossi explained that all employees attended the Fire Extinguisher class. She will do certificates for all for this class.

New Business:

Bill Stevens explained that he has begun working spreadsheet on the emergency lights and fire extinguishers in the safety complex. The committee discussed this and agreed that an inventory should be done like this for all of the town buildings. Caren Rossi offered to help Bill Stevens get this done. Bill Stevens will check them on a regular basis.

Bill Stevens submitted a letter to the committee regarding an incident that he had with Jason Smalley. Jason Smalley had used a chair to change a chair to change a light bulb in the library. He spoke to Jason about this and explained that he needs to use a ladder to do this.

Chet Murch explained that the Joint Loss Management Committee has been asked to inspect the new vault placed inside the Hobo Shed and give the Board of Selectmen recommendations as to its accessibility.

The committee discussed this and we felt that this was not what are charge is, but we would give our opinion.

Injuries:

Chet Murch explained that he needs to look at the manual and see exactly whose responsibility it is to report to the JLMC that there has been an injury. He will look into this and advise us.

Next Meeting:

The next meeting is December 3, 2010 at 8 am at the Town Hall Annex.

Meeting adjourned at 9:33 am

Minutes by:

Caren Rossi

JLMC