

GORHAM JOINT LOSS MANAGEMENT COMMITTEE

Meeting Minutes ~ June 1, 2017

***Members Present:** Buddy Holmes, Jeff Stewart, James Watkins, Denise Vallee & Jeff Tennis.

***Call to Order:** The meeting was called to order by Buddy Holmes at 10:03am.

***Review and accept minutes:** The minutes from 3/2/17 were reviewed. Jeff Tennis made a motion to accept as presented, Denise Vallee seconded. All members voted in favor.

***Old Business:**

Department Inspection Updates: James Watkins will create a schedule to inspect every town building / facility at least once each year. He will bring any issues to the appropriate department head.

Wellness: Shelli Fortin was not available, but Denise Vallee discussed some information from Shelli; summer safety, drinking plenty of water, etc. Shelli will create a "drink water challenge" and be in touch with each department. It was noted that June is "fruit and vegetable" month. Denise also spoke about planning a company picnic.

First Aid Kits: Jeff Stewart stated the Parks & Recreation Department did not receive kits for their two buses and now there pickup (3 kits needed). James Watkins will speak with Shawn Costine.

Appendix C Updates: PJ Cyr was not available to discuss.

***New Business:**

Incident Report: Nothing to report at this time.

Spring / Summer Season Safety: Was discussed during wellness (see notes above).

***Other Business:** Nothing new to report at this time.

***Next Meeting:** Thursday, September 7, 2017. Meeting will take place at 10:00am at Gorham Town Hall 2nd floor conference room.

***Adjournment:** A motion to adjourn at 10:14am by James Watkins, seconded by Denise Vallee. All members voted in favor.