

GORHAM JOINT LOSS MANAGEMENT COMMITTEE

Meeting Minutes ~ September 22, 2016

***Members Present:** Denise Vallee, Jeff Stewart, PJ Cyr, John Woodworth, Dave Rich, James Watkins & Marlys Litchfield.

***Point of Order:** Due to the chair (Cagney Hatch) and secretary (Chad Miller) no longer working for the Town of Gorham, Jeff Stewart volunteered to step in as Secretary. Denise Vallee made the motion to accept and Dave Rich seconded. The committee will vote in a new chair at the next meeting.

***Call to Order:** The meeting was called to order by Dave Rich at 10:31am.

***Review and accept minutes:** The minutes from 6/2/16 were not available (tabled to next meeting).

***Old Business:**

Inspection Issues: Nothing new to report at this time.

Highway Safety Committee: PJ Cyr spoke about the speed limit signs. He has them and is working on getting the one that will be installed at the bottom of Gorham Hill this year and the one near the golf course next year.

General Discussion: The EMS Dept. will work on a monthly inspection of all AEDs in town. It was suggested the schools maintain their own. The EMS Dept. is also looking into purchasing first aid kits for every town vehicle. Discussion also took place about fire extinguisher maintenance and checks.

***New Business:**

Incident Report: Denise Vallee stated she hasn't seen any reports since our last meeting.

Highway Safety Committee: PJ Cyr spoke about the upcoming ATV festival (Camp RZR). He mentioned there will be additional no parking signage, barricades and not dry camping.

Wellness: Denise Vallee stated that Cagney Hatch was the wellness officer and we need to find someone new.

General Discussion: PJ Cyr ask that each department update their portion of Appendix C and ensuring we provide the newest town employees with copies of the following; Incident Report, Safety & Health Plan.

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

***Next Meeting:** Thursday, November 3, 2016. Meeting will take place at 10:00am at Gorham Town Hall 2nd floor conference room.

***Adjournment:** A motion to adjourn at 11:12am by Dave Rich, seconded by PJ Cyr. All members voted in favor.