

GORHAM JOINT LOSS MANAGEMENT COMMITTEE

Meeting Minutes ~ March 5, 2015

***Members Present:** Denise Vallee, Buddy Holmes, Lisa White, Jeff Stewart, PJ Cyr, Dave Rich, Robin Frost, Rick Eichler, Shawn Costine, Connie Landry and Cagney Hatch.

***Call to Order:** The meeting was called to order by PJ Cyr at 10:05am.

***Review and accept minutes:** The minutes from 1/8/15 were reviewed. Dave Rich made a motion to accept, Buddy Holmes seconded. All members voted in favor.

***Election of Officers:** It was noted that PJ Cyr has been the chair for the last two years as well as Jeff Stewart has been secretary for two years. Robin Frost nominated Cagney Hatch as the new chair and Buddy Holmes seconded. All members voted in favor. Dave Rich was asked if he would stay on as vice-chair after PJ Cyr nominated him and Buddy Holmes seconded. All members voted in favor. After speaking with Chad Miller (absent from meeting) over the phone he accepted the nomination of secretary made by Buddy Holmes and Connie Landry. All members voted in favor. New officers will take over at the next scheduled meeting.

To go along with members, Robin Frost commented that the committee has too many supervisors and we need to have more hourly employees participate on the committee. She then said she would ask Elaine Riendeau to join and Jeff Stewart said he would speak with Deb Ouellette about joining.

***Old Business:**

Inspection Issues: Spoke about three eye washing stations that need to be replaced; one in the police station, one at each of the 2nd and 3rd floor janitor closets. Rick Eichler will inspect a different department for any safety / health issues before each meeting and bring his findings to the members.

General Discussion: PJ Cyr spoke about departments updating their portion of Appendix C. EMS is the only department that still needs to update and send it to him.

***New Business:**

Newsletter: The 1st quarter newsletter was distributed and briefly spoke about. Departments will display them.

Incident Report: Denise Vallee spoke about two minor hand injuries. Corrective action and all procedures were followed in a timely manner. Shawn Costine spoke about an incident he witnessed at the dispatch area where someone fell out of their chair, due to a wheel coming off, and almost hitting their head on a file cabinet. PJ Cyr will discuss the issue with the person involved and ensure all procedures and paperwork is followed.

Highway Safety Committee: PJ Cyr spoke about installing speed limit signage to replace the "radar" trailer along the entrances to the town. Each one cost approximately \$5,000.00 and is working on getting a 50/50 grant. Once information is received he will present the information to the selectmen.

PJ Cyr also spoke about the possibility of having ATVs driving from the Jimtown Road area onto Route 2 toward the ATV trail portal. Members had many issues with this due to the speed at which vehicles come off Gorham Hill Road. Some suggestions were to move the speed limit signs up the hill more (westward), add ATV sharing road signage, changing the age of drivers (Jimtown area) to the league driving age of 16 years old and seeking permission to access the trails through Moose Brook State Park. Buddy Holmes made a motion and Rick Eichler seconded to have the Moose Brook option explored more. A vote was taken and majority agreed.

Wellness: Denise Vallee asked if the blood pressure screen device was placed at all department location so everyone had an opportunity to use it. Cagney Hatch said all departments except for Water & Sewer had.

Denise Vallee noted the JLMC received \$500.00 from Health Trust because Cagney Hatch attended a course and is the town health and safety coordinator. The amount the JLMC has is \$844.03 which can be used toward health and safety issues.

Cagney Hatch spoke about employees with town healthcare could take the online Health Assessment and received \$75.00 per insured person over 18 years old as well as taking the Biometric Health Screening and receive \$50.00 per insured person over 18 years old. Cagney also noted these must be done prior to April 2, 2015.

***Other Business:** Buddy Holmes suggested meeting quarterly (minimum required) instead of every other month. Dave Rich seconded and after some discussion all members voted in favor of making the change to the JLMC meeting quarterly. The new meeting dates for the remainder of 2015 are; 6/4/15, 9/3/15 and 12/3/15.

***Next Meeting:** Thursday, June 4, 2015. Meeting will take place at 10:00am at Gorham Town Hall 2nd floor conference room.

***Adjournment:** A motion to adjourn at 11:06am by Buddy Holmes, seconded by Shawn Costine. All members voted in favor.