

Minutes of the  
Joint Loss Committee Meeting  
Friday, June 04, 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 8:02 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:**

Chet Murch explained that they have purchased and installed the seat belt signs as discussed and voted on last meeting. Roger Rice installed them. They came in under budget. As part of this campaign the police department has also put up several seat belt signs along Rt. 125.

Chet Murch also stated that the tree leaning towards the Annex has also been removed.

Bill Stevens explained to the group that the fire department has addressed their outstanding items from 2008. The grinder is gone and Jim Davis researched and the cascade bottles do not need caps on them. Mr. Davis is going to provide the committee a letter addressing this. Caren Rossi commented that we need this letter as this was a requirement from Ron O'Keefe at the Local Government Center when he accompanied us on the inspection.

Bill Stevens also addressed the outstanding item of the ice build up at the Public Safety Complex. This is going to be fixed this month when they fix the roof at the complex.

Bill Stevens also explained that he will fix the gutters at the Town Hall before winter. This issue was brought up when someone slipped on the ice at the bottom of the exterior stairs at the Town Hall.

Chet Murch asked about the lifting class.

Caren Rossi replied that Wynette DeGroot was to get us this information and has not. She will follow up.

## **New Business:**

Chet Murch explained that in our policy it states that it is mandatory each year for all employees to have Fire Extinguisher Training. He has contacted Mike Blake and this training will be done during the Health Fair on Thursday, June 10, 2010. Caren Rossi will confirm this and notify all Department Heads.

Chet Murch wanted to make sure it was documented that Town Employees participated in NH annual Bike to Work Day on May 21, 2010.

## **Policy Manual Update:**

Chet Murch explained that he, Chris Buslovich and Caren Rossi will work on updating the manual. If anyone else wanted to participate, they were welcome to. They are just going to update it, not change it.

## **2010 Building Inspections:**

Chet Murch explained that the only building left to inspect was the Town Hall. The group completed that inspection as part of this meeting. They also discussed that once the old garage is converted to office space, the group would like to inspect it. For now where it is just storage, they will leave it.

Meeting adjourned at 9:02 am

Minutes by:

Caren Rossi

JLMC