

TOWN OF NEW DURHAM
JOINT LOSS MANAGEMENT COMMITTEE MEETING
April 24, 2014
New Durham Town Hall

COMMITTEE MEMBERS PRESENT: Carole Ingham, Kellie Chase, Leon Smith, and new member Don Vachon.

COMMITTEE MEMBER ABSENT: Max Wirestone, Jeremy Bourgeois, Fire Chief MacCaffrie and Reginald Meattey

Leon Smith convened meeting at 2:05 PM.

MINUTES: Leon Smith made a motion, seconded by Kellie Chase, to accept the minutes of Jan 30, 2014. Bourgeois, Ingham and Chase voted yes. Motion passed.

Note: February's meeting was cancelled because lack of a quorum.

WORKERS COMPENSATION CLAIMS OR INCIDENTS:

1. January noted that there was poor lighting in the front of the highway department.
2. In February the fire dept garage door shut on piece of equipment. Follow up with Fire Chief was the electric eye on the door working properly?

OLD BUSINESS:

1. Postponed the review of the **draft of the Health and Safety Program Guidelines.**
2. Bourgeois will follow-up on progress of the 2013 **annual inspection of town property. Motion was made by Leon Smith, seconded by Carole Ingham to have the committee do their own inspections. Smith, Ingham, Vachon and Chase voted yes. Motion passed.**

NEW BUSINESS:

1. Rec. Dept Director, Kellie Chase report she attended Recreation training at Primex.
2. Fire Drills. Suggested speaking to the Fire Chief to plan fire drill for each building.
3. Next meeting is Thursday, June 19th, 2014 at 12:30 PM at the Town Hall. Planning to do inspections at town facilities. It was suggested the Carole asks for a reply when sending out a reminder of meetings.

ADJOURN: Smith made a motion, seconded by Ingham to the adjourn meeting at 3:00 PM. Motion passed.

Respectfully Submitted,
Carole Ingham