

JOINT LOSS MANAGEMENT COMMITTEE

MEETING MINUTES

April 10, 2018

Call to Order

Meeting Called to order 1:42pm

Attendance: Present: Kimberly Blichmann- Tax Collector & JLMC Chair Matt Lavoie Code Enforcement Officer, Steve Colburn-Fire Rescue, Lee Ann Chase Library, Donna Fitzpatrick – Admin/HR, Francine Swafford Hooksett PD Admin, and Evelyn Horn DPW Admin.

Missed: Brian William Hooksett PD Union, Bruce Kudrick- Sewer, Dennis Desrochers Fire-Rescue

Approval of Minutes

D. Fitzpatrick motioned to approve the JLMC minutes of 2-13-2018. Seconded by M. Lavoie

All in favor

Inspections:

There was an inspection of the Court House by M. Lavoie and (?). The committee reviewed the findings and a copy of the review will be attached to the minutes.

M. Lavoie: stated he would review the inspection Template and add new or additional items that should be on there.

K. Blichmann: Created a signup sheet, listing all of the Town owned property that would need to be inspected. Will add Fraser and Donati Field. These could/should be inspected with Phil St. Cyr from Primex.

D. Fitzpatrick: asked if Facility Dude could generate a report that would show when issue have been resolved. Or if we could a couple times a year have the DPW Director come out to a meeting of the JLMC for updates.

K. Blichmann: will follow up with Phil from Primex to see what would happen from a liability stand point if things were found by the committee but not address and someone were to get hurt.

Workers' Compensations Claims

D. Fitzpatrick: Presented Workers' Compensations Claims.

Claim #1: committee concurs with the supervisor's recommendations but would like to make sure that any safety projects are completed in a timely manner and add that employees need to be aware of their surroundings.

Claim #2: Maybe Yak tracks should have been used and committee concurs with the supervisor's recommendations.

Claim #3: Committee concurs with the supervisor's recommendations.

Claim #4: Are there ergonomic Rakes that can be purchased? Committee concurs with the supervisor's recommendations.

Other

D. Fitzpatrick: presented the NHDOL Abatement Report from 2013. She asked for the committee to review and see if there are any differences or errors. Have the issue that were mentioned been corrected?

K. Blichmann: Will send a reminder out to the Group to bring their review to the June 12th Meeting.

D. Fitzpatrick; Went over the Primex Review which resulted in a 2.5 % savings. The Town received a savings of almost \$11,000.00.

D. Fitzpatrick: May is Mental Health Awareness Month. Handed out handouts to be give/posted there will be a 30 min. training with EAP and Life Resources in June.

Adjournment:

3:30pm Motion by D. Fitzpatrick, 2nd by M. Lavoie

Next meeting May 8, 2018 @ 1:30pm in the Town Hall Council Chambers

Submitted by

Kimberly A Blichmann CTC & JLMC Chair