JOINT LOSS MANAGEMENT COMMITTEE
MINUTES OF MEETING
March 16, 2016
(Minutes approved at the June 15 meeting)

1. Call to Order
Chairman Jeff Crosby called the meeting to order at 9:10 a.m. at the Town Office.

2. Roll call by Secretary
Members Present:
   Chairman Jeff Crosby, Road Agent-Highway Department
   Jon Wiggin, Fire Chief
   Pete Gamache, Highway Department
   Woody Bowne, Transfer Station
   Jackson Crosby, Highway Department
   Linda Landry, Town Clerk
   Stephen Laurin, Building, Planning Zoning Department
Members Absent:
   Dan Sklut, Police Chief
   Line Comeau, Town Administrator
   Phil Kimball, Library Trustee
   George Maskiell, Library Trustee
   Nancy Lang, Library

3. Review and approve minutes of the December 9, 2015 meeting
   Jon Wiggin made a motion to accept the minutes of December 9, 2015 as submitted.
   Seconded by Linda Landry; all voted in favor.

4. Election of Chairman for 2016
   Jon Wiggin nominated Jeff Crosby for Chairman. Linda Landry seconded the nomination.
   There were no other nominations. Jeff said he accepts the nomination.
   All voted in favor of Jeff Crosby for Chairman.

5. Follow up on old business
   The committee briefly discussed the LAB 600 rules (A Guide for Developing a Written
   Safety Program and LAB 600 Rules – provided by the NH Department of Labor).
   Committee members agreed to continue review of the LAB 600 rules individually and to
   pick-up the discussion at the next meeting in June. At that time, they could discuss whether
   it might be useful to schedule an educational workshop to better understand the scope of the
   rules and decide if any of them might be incorporated into the Town’s Joint Loss
   Management Program.
   Jeff asked that Stephen Laurin E-mail the LAB 600 rules to committee members again.
6. **New Business**
   None.

7. **Discuss Recent Claims**
   There were no recent claims.

8. **Set time and place of next meeting**
   The committee scheduled the next Joint Loss Management Committee meeting for Wednesday, June 15, 2016 at 9:00 am, at the Town Office.

9. **Building Inspection – Transfer Station**
   The committee confirmed that they will conduct an inspection of the Transfer Station at the conclusion of this meeting (see below). The committee agreed to decide at the June meeting which Town building will be inspected on that date.

10. **Adjourn meeting**
    Jon Wiggin made a motion to adjourn the meeting at 9:25 am, seconded by Woody Bowne; all voted in favor.

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**Transfer Station Safety Inspection**

Woody Bowne, Peter Gamache and Stephen Laurin commenced the Transfer Station inspection at 9:40 am.

Woody said that the eye wash station had sprung a leak and they are waiting on a new wash station. He noted that the fire extinguisher in the office and the two fire extinguishers in the sorting area were all serviced in January, 2016. The Automated External Defibrillator (AED) was properly mounted on the wall.

No violations were found.

The inspection ended at 10:10 am.

Respectfully submitted,
Jeff Crosby, Joint Loss Management Committee Chairman.

Stephen Laurin, Recording Secretary.