Joint Loss Management Committee
Meeting Minutes
Town Hall
August 27, 2019

Present: Dan Sturgeon, Recreation Department; Walter Johnson, Town Administrator; Scott Sorell, DPW; Peter John Police Department, Katie Joyce, DPW; Norm O’Neil, HR; Kelly Marsh Fire Department; Ken Filpula, Transfer Station; Chief Monaghan

Absent:

Call to order @ 8:59 AM

Approval of Minutes of previous meeting May 21, 2019: All in favor.

Business:

Incidents Reviewed

7/12 Transfer Station Cut to wrist hand/gloves worn; Use pigskin cut resistant; have upgraded to cowhide. No other recommendations by the committee.

7/16 DPW EE stung while cleaning ditch; NLT; Incident reviewed; no recommendations.

7/28 Transfer Station Employee Rolled Loader on Side; NLT – Incident was reviewed. Hydraulic system failed due to unknown reason. Recommendation to use incident to train further on mechanical emergency brake; use of seat belts; due a visual check on oils, fluids, etc. DPW should review with all operators.

8/6 – Electrical Conduit & Water line -Playground Drive/Pavilion – Incident reviewed. Follow recommendation for no digging w/o confirmation by Foreman and Safety Officer. Second copy of dig safe permit provided to foreman.

Facility Inspection Results to be reviewed at next department head meeting. In the meantime, Dan will send out inspections to all applicable department heads.

9/24 – Safety/Wellness Fair & Flu Shots

   PSB is reserved 8-12
   Clinic and Fair 9-11

   Email Invites to Primex, HT & AIG sent

Wellness

   Purell Stations ordered and Katie has them; waiting for installation.

   Coordinator Workshop Review

      Katie has the Fall Wellness Coordinator Workshop on October 16th.

      Financial Wellness DAK & AIG – AIG has agreed to come as our 457 provider;
Healthy Choices- Bring healthy snacks & have contest. Salad Bar
Softball (postponed as field is not done)
Challenge w/prize perhaps do a holiday challenge of some type based on the wellness website.
Katie is sending out monthly recommendations on health and wellness.

**Old/Standing Items:**
Updated Website – Alison has done a great job!

**Informational Items:**
Primex – Upcoming Training Calendar Linked on JLMC Page; Dan reviewed the list of upcoming training.

**Next meeting, 10/29 @ 9:00 AM.**
A motion to adjourn was made by Walter and seconded by Katie; all in favor.