



TOWN OF NEWTON, NH
JOINT LOSS MANAGEMENT COMMITTEE
2 Town Hall Road
Newton, NH 03858



JOINT LOSS MANAGEMENT COMMITTEE
MEETING AGENDA

DATE: Jan. 3, 2018 **TIME:** 5:00 PM **LOCATION:** Newton Fire Station

1. Call to Order & Pledge of Allegiance:

2. Review minutes of prior meeting:

3. Review Action Items from previous meeting (If applicable):

(Page and Item #'s are from the previous meeting minutes. Oct. 4, 2017)

1. Morin to check if updated Library Evacuation Plan is posted on the Town Webpage. (Page 2-Item #2)

2. Foote to check with the Board of Selectmen- Does the Transfer Station need to receive three quotes if the total job is under \$3,500.00? (Page 2-Item #2)

Kozec on status of plan to access the disposal containers. Exploring the idea to install a stairway for easier access to the bulk item bin (Page 2 – Item 2)

3. Landry email a copy of JLMC Manual Version 8 to Kozec. (Page 3-Item #6)

4. St. Cyr will provide Wrigley with completed copies of Form "O" inspection sheets for Greenie Park & the Town Beach ASAP. Any current hazardous issues will be reported immediately. (Page 4-Item #6)

5. Landry will make further inquiries regarding a contractor to install the Library railings. (Page 3-Item #7)

6. Chief Jewett will follow up with Keene Fire & Safety on the inspection and "tagging" of the 2 extinguishers that were not available during the inspection. (Page 5-Item #6)

4. Review new / revised Policies & Forms (If applicable):

5. Review Near Misses (If applicable): Primex fiscal year 2017 / 2018

JOINT LOSS MANAGEMENT COMMITTEE

MEETING AGENDA (CONT.)

6. **Review / Discuss Safety Inspections & Recommendations (If applicable):**
 - Items from Oct. 2017 Form “O” submissions
7. **Reports from Dept. Heads (Needs, wants, Safety Concerns, etc.):**
8. **Reports from Sub-Committees (If applicable):**
9. **New Business:**
 - Attainment of “Prime Designation” for Primex 2017 – 2018 fiscal year
 - Self-Assessment & Benchmark forms
10. **Other:**
11. **Next Meeting:** Wed. April 4, 2018 – **5:00 PM** – Town Hall
12. **Adjourn:**