



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



JOINT LOSS MANAGEMENT COMMITTEE
MEETING MINUTES

DATE: Oct. 6, 2021 **TIME:** 5:00 PM **LOCATION:** Town Hall

Committee Members in Attendance:

Bill Landry, - Cemetery Trustee, Chairperson
Nancy Wrigley, Town Administrator
Kimberly Lowther- JLMC Secretary
Arron Mounsey- Newton Police Department
Peter Gagnon- Transfer Station Manager
Mike Pivero- Road Agent
Terry Caswell- Gale Library
James Doggett- Planning Board - Vice Chairman
Pat Masterson- Recreation Commission

1. Call to Order & Pledge of Allegiance:

Mr. Landry called the meeting to order at 5:02pm and began with the Pledge of Allegiance.

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

(Page and Item #'s are from the previous meeting(s) minutes.)

- *Page 1- 2.1 Chief Jewett will assist Captain Zalenski to explore estimated costs to increase the security at the Town Beach. (Held over from Oct. 2019 meeting)*

STATUS UPDATE:

Pat Masterson discussed the activity over the summer that included damage to the rafts, ropes, and picnic tables. Non- residents with Massachusetts license plates were periodically parked in the resident only parking lot. **The Recreation Commission is recommending increasing security.**

Police Chief Jewett and Fire Captain Zalenski for an update for added security measures at the Town Beach.

Nancy Wrigley recommended seeking estimates for 2022's Budget.

- *Page 1-2.2 Mr. Pivero will assess the damaged pipe gates at Currierville Road and the Peanut Trail gate near the Central Fire Station.*

April report: The Conservation Commission had a conference call “virtual” meeting on April 9, 2019. It was voted on to replace the gates at the Peanut Trail within the next two weeks and will have new locks installed. We have someone that can start within 2 weeks. The rest of the pole gates will be taken care of later this summer.

STATUS UPDATE:

Mike Pivero’s labor is complete. Bill Landry will contact Trisha McCarthy for and update.

- *Mr. Doggett stated that there are some boards on the ramp behind the Town Hall that leads to the Planning Board office that are curling. He spoke with Mr. Romanoski and was informed that the wood under the ramp is rotten and there is nothing to attach the boards to.*

STATUS UPDATE:

Per the recommendation of Jim Dogget, the ramp would need to be rebuilt. He will contact Nancy Wrigley and Tony Romanoski to devise a plan.

3. New / revised Policies & Forms (If applicable):

- New Cyber Preparedness policy added to JLMC Safety Manual (Version 11) All departments received a new copy of this manual.
- Updated Harassment / Discrimination policy, added to Personnel policies

4. Review Near Misses (If applicable):

No near misses reported.

5. Inspection Reviews:

- Annual Primex inspections of all town buildings and operating areas completed.
- Terry Caswell reported that she did have a violation and submitted Bill Landry a copy of the violation paperwork and an inspection to be conducted on October 21, 2021
- DOL Inspection violations corrected. On July 20th the DOL did an on-site review and closed the case. There is no subsequent inspection planned.

Copies are in the Selectmen’s office. All issues have been corrected. We had 26 violations that have been corrected. All but 1 of the recommendations / suggestions have been completed as well. The D.O.L. was very complimentary of our responsiveness and thoroughness in addressing the violations.

- Annual Fire Extinguisher, CO2 etc. inspections will be conducted on Oct. 28. Bill Landry will coordinate inspection with Keene Fire Safety Co.

6. Reports from Dept. Heads (If applicable) Needs, wants, Safety Concerns, etc.:

- . Pat Matterson was concerned with power currently being supplied to appliances at Greenie Park over the winter. Mike Pivero explained the situation and did not see an issue.
- Terry Caswell would like an air purifying system installed on the second floor at the Gale Library. Trisha McCarthy had previously discussed seeking a grant to cover the expenses. The furnace is over 30 years old. Mike Pivero recommended a mini split with a hepa filter.

Reports from Sub-Committees (If applicable):

Non applicable (No Sub-Committees in place)

9. New Business:

- Election of officers for 2022. (Chairperson & Vice Chair)

Bill Landry moved to elect Jim Dogget for JLMC Chairperson for 2022. Nancy Wrigley second the motion. All in Favor.

Nancy Wrigley moved to elect Bill Landry as JLMC Vice Chairperson for 2022. Jim Dogget second the motion. All in Favor.

10. Other:

ACTION ITEMS:

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Nancy Wrigley recommended seeking estimates for 2022's Budget.

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11. Next Meeting:

January 12, 2022 at 5:00 PM at Town Hall

9. Adjourn:

Mr. Landry motioned to Adjourn at 5:27pm, second by Jim Dogget with a unanimous vote.

Respectively Submitted,
Kimberly Lowther
JLMC