

**TOWN OF WEBSTER**  
***Joint Loss Management Committee***  
**945 Battle Street/Rte. 127**  
**Webster, NH 03303**  
**Tel. (603) 648-2272**

The Joint Loss Management Committee – July 20, 2011

7:00 PM. Members Present: Police Chief Robert Dupuis, Fire Chief Colin Colby, Judith Jones and Marjorie Blanchette.

Chairman Blanchette brought the meeting to order.

The minutes of April 27, 2011 will be reviewed at the next meeting.

Also present tonight were Local Government Center Representatives Kevin Flanagan, Health and Safety Advisor and Lea McLaughlin, Member Relations Advisor.

The last “Safety Summary Form” was reviewed in preparation for the 2012 filing. Membership changes will have to be made. Several suggestions were made by Mr. Flanagan as well as items noted that he could help with. He requested that I send him the electronic draft copy when prepared. The plan is to file the form after the November meeting.

Mr. Flanagan noted that the JLMC is an advisory committee for the Health and Safety of those who work for the Town.

Chief Dupuis advised that the committee had walked through the Town Hall at the last meeting, made recommendations for deficiencies noted, which were then completed. No formal letter was given to the Board of Selectmen, nor did Mr. Flanagan indicate that it was necessary since everything was repaired. Chief Dupuis advised that the Town now has a very active Energy Committee having already made improvements at the Town Hall with the installation of new lighting, a new hot water heater and a new refrigerator.

Chief Colby advised that there was an issue with ice dams at the Public Safety Building. Last year the Road Agent worked on a solution. However, it is still a serious concern, which should be addressed. Chief Dupuis advised that he spoke with a Selectman regarding forming a committee to address the concerns. He requested that the issue be put on the next Selectmen’s agenda.

Mrs. Jones inquired about the need for the committee to inspect the cemeteries. Mr. Flanagan indicated that it was not mandated, but might be a good idea, especially if there is work being done, which currently is not the case.

Mr. Flanagan brought a copy of “Administrative Rules for Safety and Health” and “A Guide for Developing a Written Safety and Health Program and Lab 600 Rules”. This latter booklet lists on page 15 the function of the Joint Loss Management Committee.

Chief Dupuis advised that the Town is currently exploring shared services with the surrounding towns of Boscawen, Andover and Salisbury. He inquired whether the towns could join forces relative to this committee. Mr. Flanagan did not believe this would be allowed.

Chief Colby advised that Ron O’Keefe, LGC Risk Management Representative, will be conducting a training regarding responding to calls in a private vehicle. Salisbury will also attend this training. Chief Colby advised that Mr. O’Keefe will also be reviewing the SOP for the Fire Department.

Mrs. Jones was reminded to post the minutes and will now put them on the website as well.

The committee was advised that Lisa Clarity of LGC was the contact for safety and vehicle policies.

Mr. Flanagan reviewed the workers comp and property liability claims for Webster. Over the past several years, there have been only two workers comp claims, which were very minor and one property liability claim for a broken window in the cruiser. Chief Dupuis advised that the plan is to install bars in the cruiser windows.

Mr. Flanagan explained some of the programs available through LGC. He will send the information regarding the car control program, noting that Police Standards and Training accept this as training. This class is limited to towns and cit-

ies. Mr. Flanagan will send information to Chief Dupuis on Interactive Use of Force Training (Simunitions) for Policy Officers.

Mr. Flanagan advised that he would be willing to meet with the Town's volunteers to explain benefits available to them, even though the Town does not cover them for health insurance. He also offered to attend one of the Fire Departments meetings.

Mr. Flanagan offered to do an ergonomic assessment for the employees.

He explained the on-line academy courses available and provided brochures.

The next dates for the JLMC meetings were scheduled for September 14<sup>th</sup> and November 9<sup>th</sup>.

8:10 PM Chairman Blanchette appointed Chief Dupuis to act as Chairman for the remaining of the meeting as she had to leave.

An inspection of the Town Hall was completed with no deficiencies found.

8:35 P.M. Chief Dupuis made a motion to adjourn the meeting; seconded by Chief Colby and approved.

Respectfully submitted,

Judith Jones, Secretary