

TOWN OF MILFORD
JOINT LOSS MANAGEMENT COMMITTEE (JLMC)
MEETING MINUTES (AT MILFORD POLICE)
December 6, 2022 (DRAFT)

Attendees: Eric Schelberg-Chairman (Ambulance), Mike Viola (Police), Leo Lessard (DPW), Arene Berry (Rec), Glenn MacFarlane (DPW), Peter Chesnulevich (MACC), Karen Blow (HR), Riley Stanchina (Fire) G Daniels (BOS rep), Rodney Dunn (MAS),

Quorum: 14 voting members, 10 = quorum

Absent: D Bouffard (Comm. Dev.) Betsy Solon (Library), Ken Flaherty (Fire), Ray Anderson (MACC) Michael Goldstein-Vice Chair (Fire), Derek Martel (Primex), M Bender (TA), Andrew Grady (Library), Rob Nash (WU), Seth Parmeter (MPD)

The meeting was called to order by Chairman Schelberg at 9:05 a.m.

- I. **Approval of Minutes** (9/6/22): M Viola moved to approve the 9/6/22 minutes as presented. A Berry seconded. G Daniels abstained. Remainder were all were in favor

II. **Reports of Committees:**

- **Accident Investigation Committee:** L. Lessard reviewed the Accident Investigation Reports (x3) from 9/1/2022 - present to include: shoulder injury, strain right hand, stumble-light headedness-transport to hospital.
 - i. Kblow reminded - staff fills out the 8aWCA and DH's forward FROI and AIR to HR
- **Facility Inspection Committee:**
 - i. No inspections to report at this time. A Grady will be leaving. Commented the email re: Post Stress Management was very beneficial.
 - ii. Recreation Playground Report –
 - 1. A Berry explained what was occurring in this process
 - a. She has received a quote for necessary corrections to the playground and surfacing
 - b. TBD if it will be paid for by Shepard Park Trust or 2024 Budge Warrant Article
 - c. Was provided a timeline for efficiencies – either removed item in disrepair or fix
 - d. L Lessard and A Berry working on this
 - e. A Berry looking to have Primex survey grounds once a year
 - iii. K Blow and E Schelberg briefly discussed Primex Recertification (we receive a reduction in premium for completing) and tie in to inspection reports

III. **Ongoing business:**

- **New Officers**
 - Michael Goldstein – Chair
 - Arene Berry – Vice Chair
 - Darlene Bouffard – Secretary

- **Safety Data Sheets**
 - Police/Library SDS update / IT: creation of GIS Layer
- **COVID-19 Updates**
 - Status quo. Follow CDC/State guidelines
- **DPW – 2019 Primex Recommendations**
 - Vehicle fleet battery disconnect switch – L Lessard report most of the diesel units have them, others are gas, it's \$\$\$ to replace
 - Garage sprinkler update – L Lessard reports very old building, has been grandfathered. Cost could be 70k-80k to get a system in. LL requested quotes. Will forward to HR
- **Panic alarms and testing** – do every 6 mos; next time will be at beginning of the year
- **Active Shooter Training** – Police and other department update(s) – M Viola reported that they are looking to set something up at Town for the beginning of the year possibly.
- **JLMC Safety Program Review (biennial):** Due by March 2023

IV. New Business:

- Safety Awards – Discussion about options for a safety award. Could be award to Department/individual. Look at % in drop of reported incidents. Could reflect progress in yearly report (if any). A Berry to write something “Recognize Pool Staff” and will circle back at the March 7th meeting.
- Annual/PRIME training: Proposed Training sessions and schedules handed out. Suggestion to make the trainings biennial.
- Primex Recertifications: K Blow discussed the need for any reports (from inspections) Primex does over the course of the year be copied to HR. HR needs to make note of recommendations Primex has made on the annual report and what steps, if any, have been taken. So any responses to remedies would also need to go to HR.
- JLMC LPM review (March 2023 meeting discussion and possible revision(s) for submission to the BOS for review, approval and subsequent submission to Primex as part of the biennial submission.)

V. V. Roundtable: No news to report. G Daniels asked what training is available through Primex. Recommend Collision Avoidance.

VI. Scheduled 2023 – All in person at Milford Police Station unless otherwise stated

- **JLMC meetings:** March 7, 2023; June 6, 2023; September 5, 2023; December 5, 2023 (elections)
- **JLMC Safety Program Review (biennial):** Due December 2019, June 2021, June 2023, June 2025 Primex gets involved in this review, adds input.

VII. Closing:

E Schelberg suggested the AIR (Accident Investigation Report) be trimmed down to 1-2 pages

Adjournment: Meeting was adjourned at 9:XX am on motion by M Viola seconded by R Dunn. All were in favor.