

# TOWN OF MILFORD

## JOINT LOSS MANAGEMENT COMMITTEE (JLMC)

### MEETING MINUTES (AT MILFORD POLICE)

MARCH 1, 2022 (APPROVED)

Attendees: Andrew Grady (Library), Darlene Bouffard (Comm. Dev.), Mike Viola-Vice Chair (Police), C. Labonte (BOS member), Leo Lessard (DPW)

Quorum: 13 voting members, 8= quorum

Absent: Eric Schelberg-Chairman (Ambulance), Karen Blow (HR), John Shannon (TA), Brad Whitfield (WU), Betsy Solon (Library), Ken Flaherty (Fire), Michael Goldstein (Fire), Rob Nash (WU), Rodney Dunn (MAS), Arene Berry (Rec), Glenn MacFarlane (DPW)

The meeting was called to order by Vice Chairman Viola at 9:07 a.m. It was noted that a quorum was not present, therefore the approval of 12/7/21 minutes was deferred to the next JLMC meeting in June.

- I. Approval of Minutes (12/7/2021):  
Approval deferred to the next JLMC meeting in June 2022.
- II. Reports of Committees:
  - A. Accident Investigation Committee: Without committee members present, this item was deferred to the June meeting; one DPW employee is currently out on workman's comp.
  - B. Facility Inspection Committee: Andrew Grady and Glenn MacFarlane did some facility inspections and found that Town Hall had no issues; Andrew identified that the Cemetery building had no eyewash station, the plan is to install one at that site. There are also no floor mats at the Cemetery building – this will be looked at. A DPW facility building facility inspection was set up with Leo Lessard.
- III. Ongoing business: Chief Viola reported that Captain Pelletier has continued to audit the panic alarms, overall he has done them all. The audit is performed every 6 months. The Town Hall sprinkler system is being checked today, which is why Glenn MacFarlane is not present.  
Safety Data Sheets: Chief Viola reported the Police Department is still having issues with accessing the T:> drive for Safety Data Sheets. Bruce Dickerson, IT Director, has indicated that access is still being worked on.  
COVID-19 Updates: There are no updates for COVID-19 except that the numbers are going down. The Ambulance Facility is still not open to the public at this time, the Police Department will open to the public in March. The Library is opening up its conference rooms and programs to the public. Town Hall currently has public programs running.
- IV. New Business: Chief Viola indicated the town needs to get input from Primex on the public use of town buildings for meetings and gatherings; Town Hall charges for those public uses so people are tending to make requests at other town buildings. Chief Viola is wondering if the town should also be charging fees for using the other rooms (in other town buildings) since other towns

are coming to Milford for meetings because their rooms are not open to the public or are charging fees. Chief Viola will ask Eric Schelberg when he returns if that falls under JLMC.

- V. Roundtable: Leo Lessard is going to meet with Two-way Radio since it is a big safety issue that DPW cannot communicate with emergency services. There was discussion regarding the new dog park that is under way about what, if any, restrictions there will be and how any restrictions would be enforced – will discuss this further at the next JLMC meeting.

- VI. Scheduled 2022 JLMC meetings:

March 1, 2022 in person

June 7, 2022 in person

September 6, 2022 In person -- elections

December 6, 2022 In person

JLMC Safety Program Review (biennial): Due December 2019, June 2021, June 2023 Primex gets involved in this review.

- VII. Adjournment: Meeting was adjourned at 9:31 am on motion by D. Bouffard, seconded by C. Labonte. All were in favor.