TOWN OF MILFORD
JOINT LOSS MANAGEMENT COMMITTEE

MEETING MINUTES

9/4/2018
Milford Police Station

Present: A. Berry (REC) K. Blow (HR) S. Darling (WWTF) L. Daley (B&P) R Dunn (MAS) K. Jensen (WWTF) R. Riendeau (DPW) E. Schelberg (MAS) R. Works (DPW) P St. Cyr (Primex)

Absent: M. Bender (ADMIN) J. Kelly (MFD) J. Johnson (MACC) J. Mackey (LIB) M. Putnam (BOS) R. Rothhaus (MPD) J. Smedick (Fire Dept.) B Solon (LIB) M. Viola (MPD)

Call to order: 9:00 L Daley called meeting to order

Approval of minutes: E Schelberg noted the Call to order time on 6/5/18 needed to be corrected. L Daley indicated the start time should read 9:03. K Blow moved to accept. E Schelberg 2nd.

Accident Investigation: R Riendeau reviewed the 2017 incidents along with 2018 incidents to date. R Riendeau reviewed the following: **2017** – 1) Lifting of manhole cover – EE addressed on tool that can be used to do this activity. 2) Slip/Fall – Occurred during snowstorm. 3) Equipment – While working on equipment, aged mechanism let go. Not preventable. **2018** – 1) Vehicle incident – not preventable, struck from behind, but EE could brace. 2) Slip/Fall – occurred during a storm, preventative measures had been taken.

There was a brief discussion about reminding Department Heads to complete Accident Investigation Reports. K Blow will send another reminder.

Phil St. Cyr commented on the use different shoe covers for those working in icy conditions. He will be sending R Riendeau the information.

Facilities: No reports.

On-going business: L Daley reminded the group about the current imbalance of management vs. non-management employees on the committee. K Blow will send out an announcement that we are seeking staff (non-management) for the committee.

New business: Phil St. Cyr discussed the Stevens Advanced Driver Training held at Hawthorne Feather Airpark, Deering NH. There is no cost to attend. Generally goes from 0800 – 1500 and Primex provides lunch. They hold this training 3 times a year – 2x/year at Hawthorne and 1x/year up north. Kris Jensen said he has gone through this training and that this is a great training to attend.

Eric Schelberg commented that his staff (full-timers) have been going to the Primex Supervisor's Academy and he plans to put all full-timers through this training.

Reminder that the Chair, Vice-chair and Secretary positions will be voted on at the December 2018 meeting for two year terms.

Meeting adjourned: 0915 K Jensen made a motion to adjourn E Schelberg seconded.

/kmb