

Joint Loss Committee Minutes  
June 12, 2017

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Scott Blewitt (2017) recreation@town.sunapee.nh.us  
Craig Heino (2018) craigh@town.sunapee.nh.us  
Roger Landry (2018) roger@town.sunapee.nh.us  
Joyce Martin (2018) Jmartin@abbottlibrary.org  
Theresa Mastin (2017) theresa.mastin@sunapeepd.com

Present: Scott, Roger, Joyce, Theresa

The meeting was called to order at 1:10pm on June 12, 2017 at the Sunapee Town Office by Roger Landry, chairperson.

Minutes of the meeting held April 10, 2017 were read.

A motion was made by Roger and seconded by Scott to accept minutes as read.

Roger reminded committee that he will be retiring in July; he has already informed Donna as such. He will also inform her that several of the committee member's term will be up this year and replacements will be needed.

Scott suggested that a department head be present at time of inspection being done by joint loss committee. That way any recommendation by the committee could be addressed on a timelier basis.

Scott also recommend that the committee inspect every item on the list annually if there are no safety violations and an inspect semi-annually if there are violations. Inspection teams to be selected annually at the first meeting of the fiscal year [preferably the 2nd Monday of the month]. It was also advised that the Town Manager be available for the 2nd meeting of the year, normally in April, to answer any procedure questions, especially if there are new members on the committee.

Inspection needing completing by next meeting with results to be given to Secretary in order that letters of recommendation can be sent to the proper department head.

Highway Garage: Craig & Joyce

Sewer Pump stations #8, 9, 10,11,12,13 - Scott & Theresa

Roger stated that at the next Peer Review meeting he will suggest to Donna that she address any outstanding recommendation from the JLMC on safety violations. The committee agreed that this was a good idea.

The committee agreed to Scott's suggestion to revamp the inspection list by departments. Joyce will work on this.

Next Meeting scheduled for September 11, 2017 - 1pm at Town Office Meeting Room.

Meeting adjourned at 2:10pm.

Submitted by Joyce C. Martin