

## Town of Sandown, NH Joint Loss Management Committee

**Meeting Date:** Wednesday, February 21, 2024

**Type of Meeting:** Regularly Scheduled

**Method of Notification:** Public Posting ~ Town Hall, Post Office

**Meeting Location:** Town Hall 320 Main Street

**Present:** Chairman Andrew Artimovich, John Runcie, Andrea Cairns, Michael Devine, Brittney Bergholm

Pledge of Allegiance

**Chairman Artimovich called the meeting to order at 2:04 pm**

MOTION by Andrea Cairns to appoint Brittney Bergholm as a voting member.

SECOND by Michael Devine

MOTION PASSED (3-0-0)

MOTION by Michael Devine to appoint Kimseng Mom as a member of the Joint Loss Management Committee.

SECOND by Andrea Cairns

MOTION PASSED (4-0-0)

### **Review of 12/20/23 Minutes**

Review of the minutes was postponed to the following meeting.

### **Appointments**

MOTION by Michael Devine to appoint Andrew Artimovich as Chairman

SECOND by Andrea Cairns

MOTION PASSED (4-0-0)

MOTION by Michael Devine to appoint Rebecca Francis as Vice Chairman

SECOND by Andrea Cairns

MOTION PASSED (4-0-0)

MOTION by Michael Devine to appoint Andrea Cairns as Recording Secretary

SECOND by Andrew Artimovich

MOTION PASSED (4-0-0)

### **2024 Goals**

Michael Devine noted he is hoping to plan CPR and fire extinguisher training for staff before September. He will propose a few dates that might work.

John Runcie joined the meeting.

The board received self-inspection checklists for the town hall, police station, recreation building, library, transfer station and highway department. Andrew Artimovich will review them and draft a memo for the Board of Selectmen.

The board noted that both the town hall and the library handicap access ramps needed to be addressed. They are currently not safe.

Michael Devine noted that the fire department was instituting a loaner program for AEDs so any civic group or department could borrow one.

The board will complete a site visit of the fire station this year.

Michael Devine added that the library needed to do an evacuation plan. The town hall will also need one when the renovations are finished.

Panic button testing will be done once the library security system, and the town hall renovations are completed.

The next meeting will be May 22, 2024 at 2:00pm at the Sandown Fire Station, 314 Main Street, Sandown.

The meeting adjourned at 2:28 pm

Respectfully submitted,

Andrea Cairns  
Recording Secretary