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2 **Town of Sandown, NH**
3 **Joint Loss Management Committee**
4

5 **Meeting Date:** Wednesday, December 20, 2023

6 **Type of Meeting:** Regularly Scheduled

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

8 **Meeting Location:** Sandown Town Hall

9 **Present:** Chairman Andrew Artimovich, John Runcie, Andrea Cairns, Becky Francis

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11 **Chairman Artimovich called the meeting to order at 2:03 pm**
12

13 **Review of the 9/20/23 Minutes**

14 There was a change to line 51 – “bit” should read “bite.”
15

16 **MOTION:** Ms. Francis made a motion to approve the 9/20/23 minutes as amended. Mr. Runcie seconded
17 the motion. All members voted in favor; the motion passed unanimously.
18

19 Ms. Cairns made a motion to appoint Brittney Bergholm as a voting member. Mr. Runcie seconded the
20 motion. All members voted in favor; the motion passed unanimously.
21

22 **Review of Water Testing Results**

23 The Committee reviewed the water testing results for the town hall and recreation building. All tests came
24 back negative for e-coli, coliform and nitrates.
25

26 **Workers Compensation Data**

27 There were no claims to review.
28

29 **Panic Button Testing**

30 Chairman Artimovich tested the panic buttons and there were no issues. He will conduct another test once
31 the new security upgrades are made.
32

33 **Self-Inspection Checklists to Department Heads**

34 They will be distributed to department heads again and will be reviewed at the February meeting.
35

36 **Employee Training**

37 Chief Devine wasn't at the meeting so the committee will follow up at the next meeting. Mr. Artimovich
38 suggested looking into training offered through Primex for workplace violence as an alternative to ALICE
39 training, which is geared more towards student/teacher response.
40

41 The next meeting will be February 21st at 2:00 at the Town Hall.
42

43 The meeting adjourned at 2:15pm.
44

45 Respectfully submitted,
46

47 *Andrea Cairns*

48 Andrea Cairns

49 Recording Secretary
50