

## Town of Sandown, NH Joint Loss Management Committee

**Meeting Date:** Wednesday, September 20, 2023

**Type of Meeting:** Regularly Scheduled

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

**Meeting Location:** Sandown Town Hall

**Present:** Chairman Andrew Artimovich, John Runcie, Michael Devine, Andrea Cairns, Becky Thompson, Selectmen's Liaison Robert Nickerson

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

Chairman Artimovich asked for an update on Seeley Beach. Ms. Thompson noted they are applying for a grant to fix the stairs.

Mr. Runcie added that they have not done any tree work at the Library.

Chairman Artimovich made a motion to make Ms. Thompson a voting member for this meeting. Mr. Runcie seconded it. All members voted unanimously in favor. The motion passed.

### **Review of the 2/28/23 Minutes**

Chairman Artimovich made a motion to approve the 2/8/23 minutes as written. Mr. Runcie seconded the motion. Members voted in favor. Chief Devine abstained. The motion passed.

### **Review of the 4/19/23 Minutes**

Chairman Artimovich made a motion to approve the 4/19/23 minutes as written. Mr. Runcie seconded the motion. All members voted unanimously in favor. The motion passed.

The board noted that Mr. Shlager is no longer working for the town so his position needed to be filled. They also need to replace Mr. Dresser with a union employee when one is available.

Chief Devine made a motion to appoint Ms. Thompson as a full voting member for the remainder of her term in place of Mr. Shlager. Ms. Cairns seconded the motion. All members voted unanimously in favor. The motion passed.

Chairman Artimovich made a motion to appoint Ms. Thompson as Vice Chairman. Ms. Cairns seconded the motion. All members voted unanimously in favor. The motion passed.

### **Review of Water Testing Results**

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

Ms. Thompson noted the recreation building water has a strong sulfur odor to it. Chief Devine suggested they change the electrode on the water heater.

**Workers Compensation Data**

There was one claim for a dog bite in August.

**Panic Button Testing**

Chairman Artimovich will test the panic buttons when he is at the town hall next. He will test the button for the recreation building on September 26<sup>th</sup> at 9:30am.

Chief Devine will also do fire alarm testing.

**Self-Inspection Checklists to Department Heads**

They will be distributed to department heads and will be reviewed at the December meeting.

**Employee Training**

Chief Devine is working on CPR training for staff. He will do a fire extinguisher training with employees in October. The evacuation plan and meeting spots will need to be updated with the town hall renovations. Mr. Runcie moved the AED to the hallway by the bathrooms.

**Other Business**

Mr. Runcie noted the handicapped ramp at the town hall needs repair work done to it. Chief Devine added that the ramp at the library also needed repair work. Ms. Cairns would mention it to Lynne Blaisdell to see if it could be added to the Government Buildings budget line item for next year.

The repairs at the library seem to have fixed the flooding issue. The walkway at the Train Depot was painted with non-skid paint so that was also taken care of.

The next meeting will be December 20, 2023 at 2:00 at the Town Hall.

The meeting adjourned at 2:32 pm

Respectfully submitted,

*Andrea Cairns*

Andrea Cairns  
Recording Secretary