

Town of Hollis  
Joint Loss Management Committee Minutes  
April 21, 2021  
Hollis Town Hall

**Management Present:** Lori Radke, Town Administrator; Rick Towne, Fire Chief; Brendan LaFlamme, Police Captain, Joan Cudworth, DPW, Laura Klain, Library Director

**Employees Present:** Bill Condra (Town Hall); Kurt Thompson (Police) Jennifer Govostes (Fire); Matt Judge (Communications); Leo Soucy (DPW)

**Absent:** None

**Others Present:** Rob Boggis, Deputy Fire Chief and Chrissy Herrera, Assistant Town Administrator/HR Coordinator

**Call to Order**

Chair B. LaFlamme called the meeting to order at 9:02 AM in the Town Hall Community Room.

**Approval of Minutes**

*MOVED by M. Judge, seconded by J. Cudworth to approve the January 20, 2021 meeting minutes.  
Motion PASSED unanimously*

**Review Injury Report**

The below Injury Report was reviewed by JLMC members.

Date of Injury	Department	Cause of Injury	Description of Injury	LT/NLT	WC Claim
03/20/2021	Police	Strain or injury by reaching	Lower back	NLT	X

**Department Reports**

**Communications** – No concerns to report

**DPW/Transfer Station-** L. Soucy inquired about the possibility of having a traffic light at the intersection of Muzzey Road and Silver Lake. The request has been brought up before, where the town was informed by the state that they would be responsible for the cost, although it is a state highway. At the time, it was thought that the cost could be \$100K or more. R. Towne felt that the safety issue should be brought to the Select Board's attention again as it continues to be problematic. J. Cudworth offered to do some research and bring the findings to the next JLMC meeting. It was stated that there may be funding through the state that could help with the cost.

**Fire-** Jen Govostes, Fire Lieutenant and Daryl Constantine, Building Maintenance did a walk through for the annual Fire and Life Safety inspection for the Town Hall, Lawrence Barn, Hollis Social Library, Fire Department, Ever Ready Fire House and Transfer Station. J. Govostes will distribute the reports for each building, when they are complete.

**Library-** No concerns to report

**Police-** No concerns to report

**Town Hall-** New panic alarm system was installed for panic buttons. There has been a few issues with the system and the motherboard may need to be replaced if there continues to be issues. A new rug was installed in the hallway alleviating a tripping hazard.

## **Other**

### **The Meeting Dates for 2021**

The JLMC meeting schedule for 2021 is as follows:

- Wednesday, July 21, 2021 at 9:00am
- Wednesday, October 20, 2021 at 9:00am

The meetings will take place at the Hollis Town Hall until further notice. The Community Room is able to accommodate the size of the committee, while allowing for social distancing.

### **Adjournment**

*MOVED by J. Cudwoth, seconded by J. Govostes to adjourn the meeting at 9:20 AM.*

*Motion PASSED unanimously.*

Respectfully Submitted,

Christine Herrera

Assistant Town Administrator/HR Coordinator