

Town of Hollis
Joint Loss Management Committee Minutes
January 19, 2022
Hollis Town Hall

Management Present: Lori Radke (Town Administrator); Rob Boggis (Fire Chief) and Joan Cudworth (DPW Director), Tanya Griffith (Library Director)
Employees Present: Jennifer Govostes (Fire); Leo Soucy (DPW) and Bill Condra (Town Hall)
Absent: Kurt Thompson (Police) and Brendan LaFlamme (Police Captain)
Others Present:

Call to Order

Vice Chair Joan Cudworth called the meeting to order at 9:02 AM in the Town Hall Community Room.

Election of Officers

MOVED by L. Radke, seconded by J. Cudworth to nominate Kurt Thompson as Chair. The motion unanimously PASSED.

MOVED by L. Radke, seconded by J. Cudworth to nominate Leo Soucy as Vice-chair. The motion was unanimously PASSED.

Approval of Minutes

MOVED by L Radke, seconded by J. Cudworth to approve the October 20, 2021 meeting minutes. Motion PASSED unanimously

Review Injury Report

	<u>Date</u>	<u>Position</u>	<u>Cause of Injury</u>	<u>Loss Time/No Loss Time</u>
a.	10/25/2021	Equip. Operator	Slip-shoulder/back/elbow	NLT
b.	12/26/2021	Equip. Operator	Tailgate-laceration of finger	NLT
c.	01/05/2022	Police Officer	Slip (ice)-hit back	NLT

Department Reports

Communications – No report

DPW/Transfer Station- Accidents in DPW were more than likely due to fatigue

Fire- R. Boggis reported COVID-19 is running rapid. No injuries

Library- Furnace was repaired. A patron fainted. First responders came to the scene. The patron is recovering well.

Police- No report

Town Hall- The pellet stove was not working. It was repaired and was found to have pellet soot build-up and would need to be cleaned more frequently.

Other Business

Joan mentioned a few changes to the Safety Manual. Remove Peter Band as representative. Under page 6, change Building Custodian to DPW employee.

The quarterly meeting dates for 2022 are as follows:

- Wednesday, April 20, 2022 at 9:00am
- Wednesday, July 20, 2022 at 9:00am
- Wednesday, October 19, 2022 at 9:00am

Adjournment

MOVED by L. Radke, seconded by J. Govostes to adjourn the meeting at 9:10 AM.

Motion PASSED unanimously.

Respectfully Submitted,

Lori Radke
Town Administrator