

JLMC Meeting Minutes

Wednesday July 26th, 2023

1:00pm Town Hall

Those in attendance:

Scott LaCroix, Chair

Alicia Housel, Vice Chair

Judy Purington, Secretary

Sierra Pawnell

Kathleen Blaney

Stephanie Lundy

Fire Chief Peter Varney

Mark Taylor

Old Business:

We discussed going forward with an outside inspector to inspect town buildings, so we have a non-biased opinion of how we are doing. Chief Varney said he would reach out and make this happen before our next meeting.

Safety Concerns:

We discussed safety concerns that each department had. Town Hall has doors that do not close properly in the event of an emergency. There are also concerns with residents wandering around the 2nd floor, some being aggressive. Judy said that she would be contacting Northeast Recovery to see about fixing the security system so the door always remains locked, and employees with a passcode can enter. Alicia has concerns about not being able to see when a resident is heading up the front stairwell from her office. We will be looking into getting a mirror for the hallway, so she might have a better line of sight. We will also start fixing doors to ensure they properly close and stay locked in the event of an emergency.

The Recreation Department had one incident report at a game last week where someone injured themselves. Celeste followed protocol and filled out an incident report and gave it to the Town Administrator.

All employees must read the Joint Loss Committee Handbook and sign the acknowledgement on the back of the book. We discussed hosting a workshop to get all Town employees up to speed and on the same page.

We need to take a look at all the panic buttons in Town Hall and make sure they work properly and dispatch the appropriate people. Looking to do a "test" with the PD, but will also contact Northeast Recovery to take a look and fix buttons that are not working.

Mark Taylor discussed CRAZE training. CRAZE teaches employees what to do in the event of an active shooter or a dangerous situation. We agreed that this would be important training for everyone.

JLMC will hold its next meeting on October 25th, 2023 at 1pm at Town Hall.

Chair Scoot LaCroix made a motion to adjourn the meeting at 1:33pm.

Respectfully,

A handwritten signature in black ink, appearing to read "Judy Purington". The signature is fluid and cursive, with the first name "Judy" being more prominent and the last name "Purington" written in a more compact, connected style.

Judy Purington, Secretary