

# TOWN OF GREENVILLE NH

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## ***Joint Loss Management Committee Meeting August 31, 2016, 2016 9:00 a.m.***

### ***MINUTES***

#### **Open Meeting:**

The Town Administrator opened the meeting at 9:00 a.m.

#### **In Attendance:**

Town Administrator, Kelley Collins  
Road Agent, Thomas Plourde  
Emergency Management Director, Ed White

#### **Review and accept minutes from May 18, 2016 meeting**

T. Plourde made a motion to accept the May 18, 2016 minutes. K. Collins seconded. Motion passed 3-0

#### **Review and discuss 2016 Worker's Comp Claim(s)**

There was just one WC claim filled out and the employee never sought medical attention.

#### **Old Business**

The Employee Safety Manuals have been distributed to each department with a signature sheet so we can verify employees have received it.

We have completed all the items on the NH Department of Labor's inspection that needed attention except for the gates at town hall. The gates will either be completed Labor Day weekend or the following weekend.

#### **New Business**

The Town Administrator suggested that we do a walk-thru of Town Hall for a safety inspection in November.

#### **Adjourned**

T. Plourde made a motion to adjourn the meeting at 9:37 a.m. K. Collins seconded. Motion passed: 3-0

Minutes were prepared and submitted by: K. Collins/Town Administrator