

JOINT LOSS SAFETY COMMITTEE MEETING

June 17, 2026

ATTENDANCE:

Members of management included: Jim Craig, Danielle Basora, Geoff Pinard (for J.Mitchell), Michael Davenport.

Members representing the employees included: Ben Ashton (excused at 11:40 AM) , Caroline Kenney, Lynne Moreau, Mike Guerrette, Matt Pelletier.

Absent: Collette Boisvert, Zeb Burnham, and Dalton Clark.

MEETING CALLED TO ORDER at 11:15 AM by Danielle Basora.

MINUTES:

Motion was made by Caroline Kenney to approve the minutes from the March 16, 2026, meeting as presented. Seconded by Geoff Pinard. Motion approved 5-0-2. Lynne Moreau and Ben Ashton abstained from voting.

REVIEW OF INCIDENTS:

There were three (3) incidents that occurred between 03/16/2026 and today.

Review incident from 06/12/2026:

PUBLIC WORKS/HIGHWAY. While an employee was using the hand tamp and tamping down the asphalt, the tamp landed on the employees' right foot and crushed/compressed the toe through the reinforced toe work boot. *Based on the information provided, the committee had no safety recommendations related to this incident as reported.*

Review incident from 05/29/2026:

FIRE DEPARTMENT. During a training exercise, the employee received a burn to the forehead. Possible mask failure. The incident occurred at the NH Fire Academy.

Deputy Chief, Michael Davenport, provided the following commentary on the incident: The mask and hood were sent to manufacturer for evaluation and a new set of gear was issued to the employee in the meantime. The incident occurred during a flashover event, which occurs in a closed space, with intense heat and fire. The Fire Department counseled with lead instructor and program coordinator at the Fire Academy. It appears the hood/mask gear shifted from normal movement which exposed skin on the employee's forehead to the heat. *Based on the information provided, the committee had no additional safety recommendations related to this incident as reported. Fire Department will follow up next month with a report from the Fire Academy.*

Review incident from 04/22/2026:

POLICE. The employee received a laceration on left pinky finger while responding to a juvenile disturbance. The cut was swabbed with alcohol and a band-aid was applied. No medical attention sought. No time missed from work. *Based on the information provided, the committee had no safety recommendations related to this incident as reported.*

Minutes subject to committee approval.

OLD BUSINESS REVISITED:

The committee briefly discussed snow removal for town facilities as several injuries each year are related to snow/ice. Options include hiring a seasonal shoveler or issuing a vendor bid for snow clearing, including coverage for periods with no snowfall and wet pavement conditions.

Motion was made by Geoff Pinard to recommend the Town consider alternative solutions for town wide snow removal. Lynne Moreau seconded the motion. Motion approved 7-0-0.

Committee Member Reports:

1. Update from the Library: Elevators are out of service and will remain so for 6–8 weeks.
2. Fire Department Update: Information provided regarding flammable liquid storage.
3. Police Department Update: Ticks have been located at the Police Department facility.

No other departments brought forward any concerns at this time.

Next Meeting Date: The third quarterly meeting of the year will be scheduled for September. Chairman Mitchell will reach out to the committee members about scheduling.

ADJOURNMENT: Jim Craig moved to adjourn the meeting at 11:45 AM, seconded by Geoff Pinard. Motion passed 6-0-0.

Respectfully submitted by: Danielle Basora