

Joint Loss Safety Management Committee
Final Meeting Minutes – August 23, 2023

Fire Department	Chief Stewart Yeaton	Absent
Emergency Management	Ted Virgin	Absent
Road Agent	Scott Elliott	Present
Library	Kaitlin Camidge	Present
Police Department	Chief Brian Michael	Present
Police Department	Gail Quimby	Present
Town Office	Andrea Novotney	Present
Selectmen's Representative	Meadow Wysocki	Present

Call to Order

Ms. Camidge called the meeting to order at 8:30 AM.

Meeting Minutes

Motion by: Ms. Quimby to approve the June 14, 2023 minutes, as written. **Second by:** Mr. Elliott. **Motion passed unanimously.**

Motion by: Ms. Quimby to approve the May 24, 2023 minutes, as written. **Second by:** Chief Yeaton. **Motion passed unanimously.**

Trainings

Ms. Novotney informed the Committee that she was able to log-in Trident LocalGovU and view the employee statuses for the Ethical Behavior for Local Government, Implicit Bias, and Verbal De-Escalation Skills trainings. She will update the training list with any missing employees and resend the trainings, as needed. The Committee discussed what type of trainings should be extended to non-employees of the Town but who serve on Boards, Committees, and Commissions.

New Business

Emergency Operations Plan

Ms. Wysocki noted the EOP is finished and has been signed. Paper copies will need to be printed for the Highway Department, Police Department, and Emergency Management with the original being at the Town Office.

Town Building Inspections

Building inspections will be discussed at the next meeting and will be due by the end of the year.

Next Meeting

The next meeting will be held on November 1st at 8:30 AM at the Fire Station meeting room.

Adjournment

With no further business to come before the Committee at this time the meeting was adjourned at 9:10 AM.

Respectfully submitted,
Andrea Novotney
Town Office Representative