

**Town of Hampton Falls
Joint Loss Management Committee**

Minutes for November 19, 2013

Present: Fire Lieutenant Larry Anderson, Police Chief Rob Dirsa, Librarian Judy Haskell, Building Inspector Mark Sikorski.

Meeting convened at 10:05 a.m.

The committee reviewed the minutes of the August 20th, 2013 meeting.

Status updates: Building Inspector Sikorski has installed emergency lighting over the main door of the Town Shed, and is procuring an Identification Badge to use indicating his role with the Town of Hampton Falls. The "No Trespassing" sign is now posted at the Town Shed .

Building Inspector Sikorski is still working to complete annual inspections of all town buildings.

Police Chief Dirsa reported that there have been no injuries or safety issues other than attending to vehicle maintenance and repair.

Fire Lieutenant Anderson reported that the Kubota UTV has been useful for race support and used during the recent brush fire at Applecrest, as an out-of-control permitted burn. NH Fish & Game has not yet scheduled a training session despite repeated efforts from the Fire Department to coordinate one. The Department has purchased three sets of rescue struts to stabilize vehicles and should be ready for use in January, 2014. The mezzanine project should also be completed in January, 2014.

The annual fire extinguisher inspection is complete, with units replaced as needed.

Building Inspector Sikorski will review with Chief Dirsa where and how the electrical outlets are used within the Police Department to see if additional electrical service should be added for 2015.

Librarian Haskell inquired as to who had the file for the latest version for the Safety Policy, so she could make sure all member copies were consistent. Sheri Allen and Chief Lord have access to them and will forward the document along.

Librarian Haskell will also download the Summary Safety Form from NH DOL's web site, which needs to be filed biennially, and will forward it to Town Administrative Assistant Lori Ruest.

Meeting day and time for 2014 will remain consistent. The dates for 2014 will be **Feb. 18th, May 20th, August 19th and November 18th.**

Our next meeting is scheduled for **Tuesday, February 18th at 10:00 a.m.** at the Library.

The meeting adjourned at 10:55 a.m.

Respectfully submitted,
Judith Haskell, Secretary
Joint Loss Management Committee