

Town of Newbury Joint Loss Management Committee

DRAFT Meeting Minutes March 21, 2024

Present: Wayne Whitford, Tate Sweetbrown, Brad Wheeler, Jessica Dennis, Hank Thomas (By phone)

Absent: Lea McBain, Diane Ricciardelli, Deb Lacombe, Pam Bryk

Call to order: 9:05

Minutes of December 19, 2023, meeting were reviewed and accepted as amended.

Old Business

- Police Station construction work is completed, Coffee with the chief tour to be scheduled in May, open house on Old Home day.
- Sewer Office work is done.
- Library: Addition is completed, to start renovating the existing space soon.
- Meeting minutes are posted.
- SDS Chemical Information: Commercial chemical information posted, to add sheets for the household chemicals.
- Transfer Station traffic flow improvements appear to be working, no complaints.

New Business

- Chair of the JLMC to change on an annual basis. Item tabled until next meeting when full membership is present.
- The JLMC inspection of the police station was conducted on March 11, 2024. Eight items were noted as needing attention. As of the meeting six had been done and two were in process.
- Spring and Summer Recreation: No report.
- Old Home day: No Report.
- Sewer plant solar array hazards. Chief Thomas spoke on the safety hazards of the solar array at the sewer plant. Fire Department SOG has been developed that prohibits firefighters from using water spray on the panels or vegetation around the panels, as it poses an electrocution

hazard. He spoke about developing a procedure for the maintenance of the grounds around and under the array to keep the grass mowed (reducing the fire hazard) and employees safe when doing the mowing.

- Hank spoke about the hazards of electric vehicle charging, such as is proposed for Mount Sunapee. He said that all these installations must be inspected and approved by the code enforcement officer. There must be a shut off safety switch on the charging station. A new Emergency Response Guide book will be released this year addressing solar panels, batteries, and electric vehicles.
- Wayne commented that the speaker wires running across the front of the meeting room pose a tripping hazard. Jessica stated that they did have ramps over the wires that were taken to Mount Sunapee for the town meeting. She will locate them and have them put back.
- Wayne asked if there was a plan in place when the occupancy of the meeting room was exceeded. The Occupancy Capacity of 149 was exceeded at the March 18, 2024, selectboard meeting. Jessica stated that she was not aware of a plan and stated that this was something that the selectboard would need to address. A possible solution might be to set up chairs and speakers in the lobby for an overflow crowd. Hank commented that at that meeting, there were firefighters in attendance that could have assisted in a building evacuation if necessary.
- Tate stated that highway would like to do a Stephens flagger class through PRIMEX as employees need to be recertified. Would open the class up to the fire department.

Department Reports

- Town Office: Jessica mentioned that the UB Keys for the two-Factor computer authentication was ordered and would be rolled out shortly. She said the change from .org to .gov would be coming midyear. No winter issues at the town office
- Library- No Report.
- Police Department: Two vehicles are in the shop, one returning, working on the new car that was approved at the town meeting.
- Fire Department: No problems during winter months. Walks were kept salted.

- Highway Department: One truck is currently out of service currently using transfer station pickup. A new truck will be in and ready for the body to be mounted shortly. No safety problems with the mud. Would like to do a Stephens flagger class as employees need to be recertified. Would open the class up to the fire department.
- Parks and Rec, No Report
- Transfer Station No Report
- Sewer Department not present

Accidents and injuries:

- Jessica noted that there have been five claims with PRIMEX since the last meeting.
 - Two involved highway trucks, one was stopped during a snowstorm and struck by another vehicle. No injuries to employees
 - One slip and fall by a member of the public on the snow and ice on town property.
 - One employee was injured.

Discussion: None

Next Meeting: Wednesday, May 23, 2024

Meeting adjourned :9:55.