

**BUSINESS MEETING
JOINT LOSS MANAGEMENT COMMITTEE
TOWN OF WAKEFIELD, NH**

12 November 2015

Present: Lieutenant Mark O'Brien, Nathan Fogg, Recorder, Warren Winn, Wayne Robinson, Angie Nichols, Leigh Nichols, JB, Mike Gingras, and Brad Beveridge

The Meeting was called to order at 09:40am.

A. Review of Minutes:

1. The committee reviewed the minutes from July 23rd. No changes or additions were suggested. Motion to approve was made by Leigh Nichols and seconded by Mark O'Brien. The motion carried 9-0.

B. Accident / Injury reports:

1. **Parks and Recreation Dept.** On the morning of August 18th, a 4 year old day-camp participant injured their knee while jumping on a trampoline. Councilors were jumping with the small child and likely made them jump higher than they would have on their own.

JLMC felt that the incident was caused by the councilor jumping with the child. Parks and Rec should not have councilors or large kids jumping with the little kids. No further action was recommended to be taken.

2. **Police Department.** On October 9th, an officer was bitten on the elbow while arresting a combative female subject.

JLMC felt that this is just part of the job and officers should be instructed to use as much care as practical to prevent similar incidents.

3. **Police Department.** On October 11th, an officer walked a dog housed in the PD kennel. Found a tick after the walk. Later that week they found another tick and bulls-eye circle.

JLMC felt that the officer should follow up with treatment if necessary and that all officers should check themselves more carefully after being in areas that are likely to have ticks.

C. Town Buildings/ Property Review:

1. None.

D. Set Meeting Schedule for 2016:

1. It was agreed that the third Thursday of the month was the best date available for members. January 21st at Town Hall; April 21st at the

Transfer Station; July 21st at the Highway Garage; and October 20th at the Public Safety Building.

E. Adjournment:

1. No further action or discussion was proposed and the meeting adjourned. Teresa Williams was notified that we were ready for the Department Head meeting.

Respectfully Submitted,

Nathan Fogg, Recorder