

Town Of Lincoln
Joint Loss Management Committee Meeting
Thursday July 21, 2016
Town Hall Conference Room

In Attendance

JJ Bujead, PD Dispatch Supervisor
Kara Baker, PD Admin Assistant
Carol Riley, Library Director
Helen Jones, Finance Director
Tara Tower, Recreation Director
Nate Hadaway, Public Works Director
Carole Bonte, Planning & Zoning Administrator

Absent

Ron Beard, Fire Chief

Public Attendees

Butch Burbank

1. Meeting called to order at 9:14
2. Minutes from previous meeting on 5/25/16 were reviewed. Helen motioned for approval, Carol seconded the motion.
3. Review of Safety Issues or Concerns and Follow up on previous issues were Identified.
 - a. Carol advised that the Library's AED unit is in and everyone is trained.
 - b. Butch requested that Helen order the Town Hall's AED.
 - c. Carole mentioned that there is a safety hazard in the Town Office women's bathroom. Condensation from the ceiling is collecting on the floor, making it slippery. Nate will contact a plumber to fix problem
 - d. Carol mentioned that the concrete on sidewalk of path to library is all broken up and is a hazard. Nate took note of the issue.
 - e. Butch mentioned that a citizen complained about a poplar tree near the town office is rotting and may be a hazard. Nate will look into it to make sure it is on town property.
4. Review of 2015/2016 Primex Loss Claims has been postponed again due to JJ not receiving the reports from Primex yet. It was suggested by the committee to have him reach out to Jane Leslie.
5. Tara suggested a schedule be set up now for inspections
 - a. 9/22 will be Sewer w/ Solid waste AND the Library and Fire Station
 - b. 11/17 will be Water treatment w/ the 2 pump stations (Boise Brook & Loon Booster) AND Town Garage, cemetery, cold springs well.
 - c. This will cover all town buildings.
6. The Committee confirmed dates for the rest of the year to have the JLCM meeting. Meetings will be at the Town Hall Meeting room at 9am.
 - a. Thursday, September 22
 - b. Thursday, November 17
7. No new business was discussed.
8. Annual Inspections-
 - a. Kanc Rec Center (including tow hut)-assigned to Kara, Tara, Nate and Helen

- b. Community Center and Ball Field- assigned to Carol, Carole and JJ
- c. Reminder that reports of inspections need to be given to the department heads once completed.

Meeting Adjourned at 9:35