



**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

**P.O. BOX 360 – 1 Main Street
BROOKLINE, NH 03033-0360
Phone 603-673-8855 - FAX 603-673-8136**

**Approved Minutes
Joint Loss Management Committee
Wednesday January 11, 2023**

Joint Loss Management Committee Inspections are done for all Town Buildings and recommendations are made for safety and improvements to prevent injury and liability to the Town of Brookline.

Management Members:

Marilyn Simons, Library
Scott Butcher, Town Administrator
Mike Weinrich, DPW *
Charlie Corey, Fire Chief
Jeffrey Stewart, Ambulance Chief
Derek Martel, Primex Rep *

Employee Members:

Michael Richard, Police Union Rep *
Jan Watt, Ambulance
JP Royea, Fire Department
Doug Barnett, Police
Sharon Sturtevant, Town Hall Admin.
Pat Flynn, Transfer Station *

(An asterisk (*) denotes a member absent from this meeting.)

Call to Order

The meeting was called to order at 9:00 AM at the Fire Station to begin the inspections.

Site Visits:

Fire Station

The leak in the roof had been repaired; there were no other issues.

Brookline Chapel

A key needs to be obtained for the storage closet.

Brusch Hall

Oil furnace room: storage needs clearing

American Legion

Downstairs outside egress door has a sticking slide bolt

Business Meeting:

President Doug facilitated the meeting.

Review and Approve Minutes

Marilyn had Emailed the previous meeting's minutes. Jeff moved to accept them and JP seconded.

Review Workers Compensation/1st Report of Incidents Claims

There were no injury reports.

Review Inspection Tracking Spreadsheet

There were a few items that had been resolved and we updated the spreadsheet accordingly.

Discussions:

The discussion period focused on future needs at the Town Hall. Jeff mentioned the possibility of a subcontractor for handyman items throughout the Town departments. Scott said he hopes to put in funding for a part time facilities person in next year's budget. It was suggested to reach out to resident retired veterans for possible candidates to fill such a position. Needed renovations for Town Hall include the roof and portico, which may go above \$165,000. The driveway must be resealed, there is a trip hazard in the sidewalk, and the parking places need re-striping.

Confirm Next Meeting

The next meeting will be held Wednesday, April 12, 2023, starting at the DPW Building for its inspection, then proceeding to the Transfer Station, Grove and the Ballfield Concession Stand. Sharon offered to bring snacks.

Adjournment

The meeting was adjourned at 10:05 AM with Doug moving and JP seconding.

Respectfully submitted,
Marilyn Simons,
Secretary