

**Town of Freedom**  
*JLMSC Quarterly Meeting*  
*December 13, 2022*  
**Agenda**

- 1. Call to Order**
- 2. Roll Call / Sign In Sheet**
- 3. Introduce any visitors, if applicable**
- 4. Read minutes of previous meeting**
- 5. Elect Safety Officer**
- 6. Review any new rules or regulations issued since last meeting, and/or any correspondence received**
- 7. Address any unfinished business**
- 8. Review any noted safe practices, behaviors, or ideas**
- 9. Review all personal and property accidents and “near misses” and define preventive measures to be taken**
- 10. Discuss safety inspections and recommendations to be submitted to the Board of Selectmen**
- 10. ADJOURNMENT - 2023 Meeting Schedule.**

Next Meeting Date: Tuesday, March 21<sup>st</sup>

**Town of Freedom  
Joint Loss Management Safety Committee  
Minutes – December 13, 2022**

**1. Call to order:**

Meeting called to order at 12:15 pm.

This meeting was held at the Highway Garage.

**2. Attendance:**

Ellen White, Town Administrator; Stacy Bolduc, Administrative Assistant; Rob Cunio, Fire Chief; Sam Porter, Support Staff; Jim MacDonald, Highway; Rusty White, Highway; Barry Kittredge, Highway; Gary Williams, Building-Zoning; and Charlene MacCurtain, Transfer Station.

**3. Visitors:**

None present.

**4. Minutes:**

Stacy made a motion to accept the minutes of the September Meeting. Rob seconded. All in favor, the motion passed.

**5. Elect Safety Officer:**

Safety Officer Kelly McClare has moved out of town and resigned his position. Rob suggests tabling the appointment of Safety Officer until the vacancy can be advertised. An outsider may be best suited. Jim made a motion to approach Maureen Brooks too see if she would have any interest. Rob seconded. All in favor, the motion passed. Any other suggestions are welcome.

**6. Rules & Regulations/Correspondence:**

Not applicable.

**7. Unfinished Business:**

The Firefighter's Association has donated an ID maker to be used to create municipal identification badges for town employees.

**8. Safe practices, behaviors or ideas:**

Signage to watch for falling ice and snow has been added to the Masonic Lodge building and Town Hall. Additional signage was suggested by Sam for the Highway Garage and Transfer Station. Discussion on signs directing to a designated area for the public to retrieve sand. Jim stated they have tried to find a location that will be both out of the way of equipment and not prohibitive to plowing but they have been unsuccessful in designating one.

**9. Review accidents or near misses:**

Not applicable.

**10. Safety inspections and recommendations:**

Gary will assist with conducting annual building safety inspections. Rob will assist.

Rob has scheduled the annual fire extinguisher inspections and emergency lighting inspections for 2/28/2023.

A quote has been received to install emergency lighting and smoke detection at the Masonic Lodge for \$12,000. If the Selectmen choose to proceed it will have to go on as a separate Warrant Article to be voted on at Town Meeting.

Rob questioned the status of the Town Office renovations. The Town Office Advisory Committee is requesting a quote for a new 2,500 square foot building to be constructed in order to compare to the option selected for the renovation of the existing building. Stacy stated the Town Office is a historic building and will not be an easy project to restore while maintaining its historic status.

**10. Meeting Schedule:**

The 2023 meeting schedule was distributed for review (attached to these minutes). No corrections were suggested to the proposed dates.

**11. Adjournment**

Jim made a motion to adjourn. Stacy seconded. All in favor, the motion passed.

The next meeting will take place on Tuesday, March 21, 2023 at the Highway Garage.

Respectfully submitted,  
Ellen White, Town Administrator  
Recording Secretary