

**West Ossipee Fire Precinct
Commissioners Meeting
January 7, 2013**

Commissioners Present: Paula Moore, Greg Howard. Stanley Brothers was not present.

Recorded by: Xann Teryek – Precinct Commissioners’ Secretary

Call to Order: Moore called the meeting to order at 7:08 p.m.

1. Review and Approval of December 17, 2012 Meeting Minutes

Motion: by Moore, seconded by Howard, to approve minutes as revised. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Moore, seconded by Howard, to approve a purchase order to Kenney Communications for a not to exceed total of \$750 for programming radios to meet FCC compliance for 2013. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a purchase order to Carl Huddleston for a total of \$59.00 for reimbursement (ATV battery). **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a purchase order to Christopher Oullette for a total of \$19.25 for reimbursement (fuel for airboat). **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest totaling \$57,635.27 dated January 7, 2013. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a payroll manifest totaling \$6,482.00 dated January 7, 2013. **All in favor, motion passed.**

4. Review and Discussion of Mail Folder

DOT will be hosting a public information meeting on January 15th at 7 p.m. to discuss the resurfacing of Route 16. This may involve discussion of the right-of-way in front of Central Station.

A notice was received from the U.S. Bureau of Statistics regarding record keeping requirements.

The Town of Ossipee’s Safety Committee will meet on Monday, January 14th at 1:00 p.m. at town hall. Huddleston reviewed that West Ossipee Fire Department has a Safety Committee and in the past there has always been a Precinct Commissioner on the Committee.

Motion: by Howard, seconded by Moore, to nominated Stanley Brothers as the Commissioner's appointment to the Safety Committee. **All in favor, motion passed.**

A letter was received from the Local Government Center reviewing their different boards and bylaws.

An unemployment claim was filed on behalf of a firefighter; the paperwork was processed and will be mailed. Discussion ensued regarding being self-insured and that at the end of 2013; we can look into paying State Unemployment Tax through the Employment Security Bureau on a quarterly basis.

An email was received from Elaine Sherman at the town requesting a letter from the Commissioners stating how much the monthly payments to the Precinct will be. The proposed 2013 budget is \$410,713 plus \$20,000 for the capital reserve fund for a total of \$430,713. This would be a monthly payment of \$35,892.75 for 2013. Howard stated he thought the chairman of the Municipal Budget Committee stated that we operate under the default amount of last year's budget until a new budget was approved. Given Sherman's request, Moore had drafted a letter using the above figures and will forward it to Sherman.

2012 Audit information has been received from Plodzyk & Sanderson.

5. Chief's Report

Huddleston reported 9 EMS calls, 1 fire call, 1 service call, and 1 false alarm for a total of 66 hours. Members attended a total of 24 hours of training, performed 25 hours of work at both stations, and 65 hours of administrative work by the Chief was performed.

Motion: by Howard, seconded by Moore, to accept the Chief's report into record. **All in favor, motion passed.**

6. Treasurer's Report

Treasurer Roberts reported a checking account balance as of December 30, 2012 of \$119,903.37 which reconciles with Secretary Teryek's Quickbooks reconciliation.

Motion: by Moore, seconded by Howard, to accept treasurer's report into the record. **All in favor, motion passed.**

Secretary Teryek reported that Capital Reserve Fund at Northway Bank has a balance of \$20,006.52 as of December 31, 2012.

7. Old Business

A. Central Station

Construction on the stairway at Central Station will begin on Monday, January 14th and will last approximately two weeks.

B. Sign

Installation of the new sign on the outside of Central Station will take place on Wednesday, January 23rd. They will remove the old sign and put up the new sign. Discussion ensued and it was decided that the old sign be kept and either hung in the Jewell Hill building or Central Station.

C. Annual Meeting

Howard stated that Brothers will obtain the information from town for posting of the meeting and he will be sure Howard and Clerk Allenson are aware of the posting deadlines.

8. New Business – None.


9. Public Comments

West Ossipee's former fire chief was arrested Saturday morning related to activities during his time as fire chief. Specifics have not been made public; no further comments can be made.

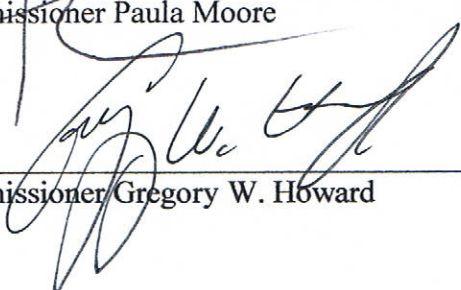
10. Adjournment

Motion: by Moore, seconded by Howard, to adjourn. **All in favor, motion passed.**
Meeting adjourned at 8:09 p.m.

Approved on January 21, 2013



Commissioner Paula Moore



Commissioner Gregory W. Howard

Commissioner Stanley N. Brothers