

**West Ossipee Fire Precinct
Commissioners Meeting
March 4, 2013**

Commissioners Present: Paula Moore, Greg Howard, Stanley Brothers

Recorded by: Xann Teryek – Precinct Commissioners’ Secretary

Call to Order: Moore called the meeting to order at 7:10 p.m.

Motion: by Moore, seconded by Brothers, to appoint Gregory W. Howard as Chairman. 2 in favor, 0 opposed, 1 abstained (Howard). **Motion passed.**

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Moore, to review and approve meeting minutes of February 18, 2013. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to review and approve minutes of Annual Meeting dated February 23, 2013. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to Crowell’s Towing for inspection of Car 1 (Tahoe) for a not to exceed total of \$250. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve purchase order #000270 to Lakes Region Fire Apparatus for ladder end protective cover for Engine 2 for a not to exceed total of \$100. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve purchase order # 000076 to Lakes Region Fire Apparatus for state inspection/maintenance for Engine 2 for not to exceed total of \$250. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve purchase order #000078 to Lakes Region Fire Apparatus for state inspection and rear bumper repair for Rescue 1 for a not to exceed total of \$350. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve purchase order #000077 to Lakes Region Fire Apparatus for state inspection for Tower 1 for a not to exceed total of \$100. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve purchase order #000075 to Lakes Region Fire Apparatus for state inspection for Engine 1 for a not to exceed total of \$250. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Ossipee Auto Parts for an air compressor, filter/regulator, hose reel, flex hose,

fittings and miscellaneous parts, for a not to exceed total of \$1,120.
All in favor, motion passed.

Motion: by Howard, seconded by Brothers to approve a purchase order to Indian Mound Hardware for supplies to plumb air to apparatus at Central Station for a not to exceed total of \$450.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a purchase to Bergeron Protective Clothing for 5 Cairns helmets and one set of turnout gear for a grand total of \$5,401.77. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to R. D. Schipalletti for electrical work and repairs at Central Station for \$1,053.84. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Brothers, to approve a payables manifest totaling \$12,940.63 dated March 4, 2013. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a payroll manifest totaling \$6,838.00 dated February 28, 2013. **All in favor, motion passed.**

4. Review and Discussion of Mail Folder

A letter was received from _____ dated February 1, 2013 noting that their records indicated WOFP owns a River Craft airboat and they wanted to make us aware that they offering services for any repair, parts or equipment for the boat. Huddleston stated Ted will be contacting him as he also holds airboat classes.

The State of NH Department of Health and Human Services issues a Program Closure Notice (regarding foster child in the home) for 24 Pine Lane Road in West Ossipee. The individuals have relocated and the providers have adopted the other child in the home. Huddleston will retain this in his files.

Ossipee selectmen's office forwarded a building permit application for property at 9 Patriot's Way in West Ossipee.

Northway Bank Statement was received (capital reserve fund) showing a balance as of February 28, 2013 of \$20,008.14. Moore stated she talked to Connie Billings and we need to turn this money over to the Trustees of the Trust Fund. She will talk with Kelly Skeeahan to discuss who to transfer it to. The \$20,000 to go into this fund per the Annual Meeting will also be transferred to them.

Motion: by Moore, seconded by Howard, to close out the Northway Bank capital reserve account and transfer the entire amount, plus the \$20,000 vote on at the Annual Meeting to the Trustees of the Trust Fund of the Town of Ossipee. **All in favor, motion passed.**

5. **Treasurer's Report**

Motion: by Howard, seconded by Moore, to accept the Treasurer's Report as presented into the record. **All in favor, motion passed.**

6. **Chief's Report**

For the Month of February 2013, Huddleston reported 12 calls total (9 EMS, 2 fire calls, and 1 service call) for a total of 94 hours. Members attended a total of 58.5 hours of training, 17.5 hours of work at both stations and 60 administrative work was performed by the chief.

Motion: by Howard, seconded by Brothers, to accept the Chief's Report as presented into the record. **All in favor, motion passed.**

7. **Old Business**

A. **MS-32** – This form was executed for forwarding to DRA.

B. **West Ossipee Fire Dept Equipment Agreement Policy Number 2013-01**
An agreement was drafted by Huddleston; revisions will be made for presentation and review at the next meeting.

8. **New Business**

A. **Monthly Meetings for April and May**

Motion: by Howard, seconded by Moore, to meet once a month in April and May on the first of the Monday at Central Station. **All in favor, motion passed.**

B. **Central Station Cleaning/Painting**

Huddleston stated once the renovations are complete at Central Station, he would like to clean and, until decisions are made regarding what to replace the carpet with, he would like to clean and paint the plywood floors. The Commissioners approved. Huddleston also stated that AM Builders stated that they will try to get the painters to paint the other sections downstairs without additional costs to the department.

9. **Public Comments – None.**

10. **Adjournment**

Motion: by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** Meeting adjourned at 8:32 p.m.

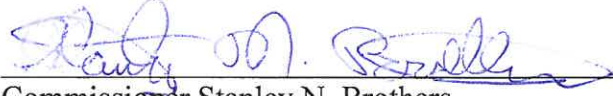
Approved on April 1, 2013



Commissioner Gregory W. Howard



Commissioner Paula Moore



Commissioner Stanley N. Brothers