

**West Ossipee Fire Precinct  
Commissioners Meeting  
November 18, 2013**

**Commissioners Present:** Paula Moore, Greg Howard, Stanley Brothers

**Recorded by:** Xann Teryek – Precinct Commissioners’ Secretary

**Call to Order:** Howard called the meeting to order at 7:00 p.m.

**1. Review and Approval of Meeting Minutes**

**Motion:** by Howard, seconded by Moore, to approve meeting minutes of November 4, 2013 as presented. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to Emergency Reporting for a one day training class for three individuals at \$99 each for a total of \$297.00. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Payables Manifest**

**Motion:** by Howard, seconded by Moore, to approve a payables manifest dated November 18, 2013 totaling \$202.55. **All in favor, motion passed.**

**4. Review and Discussion of Mail Folder**

A restitution check totaling \$878.60 was received from State of New Hampshire.

**Motion:** by Howard, seconded by Brothers, to accept restitution check and provide it to Roberts for deposit. **All in favor, motion passed.**

The State of NH Department of Transportation sent hard copies of the last three months’ fuel bills as they are past due. Teryek will follow-up with DOT to be sure they are still being mailed. These bills will be processed for payment at the next Commissioners’ meeting.

**5. Treasurer’s Report**

The checking account balance dated 10/31/2013, minus outstanding checks is \$112,971.43.

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

## 6. Old Business

A. **SUTA** – The Precinct is currently self-insured. As of 2014, the three year time period for being self-insured expires. Per the Commissioners' direction, **Teryek** contacted the Employment Security Bureau and if the Precinct decides to become a "contributer", a letter would have to be submitted stating those intentions at the end of November. Initially, the Precinct's unemployment rate would be \$2.7% of each employee's gross wages up to \$14,000. **Moore** contacted the Employment Security Bureau for further clarification and they recommend not going back to being "contributory". She then called the Property Liability Trust and they recommended obtaining unemployment insurance through them and since the Precinct is considered a political subdivision which would cost approximately \$600 per year at not risk to the Precinct. Discussion ensued.

**Motion:** by Moore, seconded by Howard, to obtain unemployment coverage through Property Liability Trust. **All in favor, motion passed.**

The appropriate forms were executed for mailing to the Property Liability Trust.

## B. 2014 Budget

Discussions ensued on what will be carried over or used this year. Howard stated he would like to see our budget drop at least a little and pay extra on the Jewell Hill building loan. Discussion took place on what the town may have to pay for ambulance services and on the installation a fire suppression system at Central and Jewell Hill stations.

**Motion:** by Howard, seconded by Brothers, to amend the following figures for 2014, arriving a total operating budget of \$402,770.00.

Line 4130-10.2 State of NH Unemployment Compensation reduced to \$600;

Line 4194-03 Bldg Maint-Central reduced from \$35,000 to \$25,000; and

Line 4196-01-Worker's Comp increase from \$6,000 to \$8,500.

**All in favor, motion passed.**

Proposed 2014 Budget to be presented to the Town of Ossipee Selectmen at their meeting on November 25, 2013.

**C. 2012 Audit Report – Draft**

Howard reviewed the draft report. It was recommended that the Commissioners reconcile the payables and balance sheet accounts on a regular basis. Teryek will contact auditors to clarify what reports should be used for these reconciliations and the process.

**Motion:** by Howard, seconded by Moore, to accept the Audit 2013 draft as presented and to approve generation of the final audit report. **All in favor, motion passed.**

**D. Central Station Well** - The installed well ended up being a 200-foot gravel pack well with a pump. The yield was 60 gallons per minute. This was a better case than the worst case scenario.

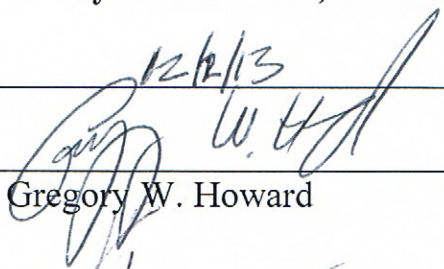
7. **New Business** – None.


8. **Public Comments** – None.

**10. Adjournment**

**Motion:** by Howard, seconded by Brothers, to adjourned at 8:55 p.m.  
**By roll call vote, all in favor.**

Approved on 12/12/13

  
\_\_\_\_\_  
Commissioner Gregory W. Howard

  
\_\_\_\_\_  
Commissioner Paula Moore

  
\_\_\_\_\_  
Commissioner Stanley N. Brothers