

**West Ossipee Fire Precinct
Commissioners Meeting
December 2, 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 7:08 p.m.

1. Review and Approval of Meeting Minutes

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

Motion: by Howard, seconded by Moore, to review and approve special meeting minutes of November 21, 2013. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Brothers, to approve a purchase order to NH Fire Prevention Society for one person to attend a Certified Fire Plan Examiner Course for a total of \$500. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a purchase order to Industrial Protection Services for annual compressor service at Jewell Hill Station for a total of \$850. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a purchase order to Quality Fire Protection for annual fire extinguisher service for both buildings and vehicles for a not-to-exceed total of \$750. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest totaling \$34,803.05 dated December 2, 2013. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a payroll manifest with an adjusted gross total of \$8,278.25 dated December 2, 2013. **All in favor, motion passed.**

Commissioner Howard noted on the payroll worksheet that Tyler Tozier was not present to sign timecard due to joining the military.

Four debit transaction forms were provided to the treasurer:

- iPage - November 18, 2013 for \$119.88. Line item 4030-01 Executive Office Supplies.
- iPage - November 19, 2013 for \$25.94. Line item 4030-01 Executive Office Supplies.

- iPage - November 19, 2013 for \$15.99. Line item 4030-01 Executive Office Supplies.
- Business Products – November 25, 2013 (deposit slips for checking) for \$45.01 to 4130-01 Executive Office Supplies.

4. Review and Discussion of Mail Folder

Howard reviewed a letter dated November 26, 2013 from Plodzyk & Sanderson which accompanied the audit for 2012. Howard will post the email version of the audit on the web site.

5. Chief's Report

For November 2013, Chief Huddleston reported 23 calls total (2 motor vehicle collisions, 11 EMS calls, 4 carbon monoxide calls, 1 weather related emergency, 4 fire calls, and 2 service calls).

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

6. Old Business

A. 2014 Budget

Howard reported that the Commissioners met with the Town of Ossipee Selectmen on November 25, 2013 and presented the Fire Precinct's budget. There were a couple of questions from Harry Mellow on overall indebtedness.

B. Grants

Chief Huddleston noted that each year, there needs to be an article on the warrant that authorizes the Board of Commissioners to accept grant money. After completing the narrative portion of a grant application, he realized we are not eligible because such an article was not on this year's warrant. Huddleston provided language for such warrant. Through the grant submission process, he came to understand that we never applied for a SAM number. He found one other grant that was applied for in the past and this information was not on it so this issue, along with other issues, made the precinct ineligible for grants. We still have some more work to be done but we will soon be able to apply for grants. Commissioners recommended that language used by the other Ossipee precincts be looked at to draft our warrant article.

C. Central Station Renovations

No water test has been received yet from the well drillers. Huddleston will follow up with Pleasant North, LLC on the bathroom renovations and the brick door renovations.

D. Jewell Hill Station

Huddleston reported that the heat went out at Jewell Hill. The heat exchanger cracked and is leaking water. The equipment is under warrantee but we need to pay for the labor. It will be repaired on Wednesday, December 4, 2013.

7. New Business

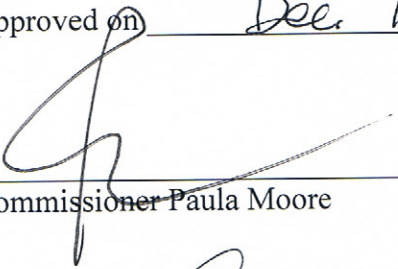
Howard stated he would like to see photos of the firefighters who have received advancement so we can put something in the paper.

8. Public Comments – None.

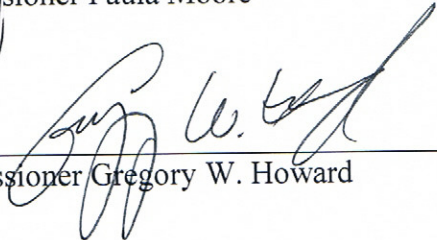
9. Adjournment

Motion: by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** Meeting adjourned at 8:42 p.m.


Approved on Dec. 16, 2013



Commissioner Paula Moore



Commissioner Gregory W. Howard



Commissioner Stanley N. Brothers