

**West Ossipee Fire Precinct
Commissioners Meeting
January 6, 2014**

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 7:01 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Moore, to review and approve minutes of December 16, 2013. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to American Test Center for a not-to-exceed total of \$1,500 for ladder testing on Tower 1. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest totaling \$37,883.18 dated January 6, 2014. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a payroll manifest with a gross payroll total of \$7,643.00 dated December 2013. **All in favor, motion passed.**

4. Review and Discussion of Mail Folder

- A letter was received from Peter Waugh regarding the Town of Ossipee’s Safety Committee Meeting on Thursday, January 16, 2014 in the conference room upstairs at town hall, asking West Ossipee Fire Precinct to please send a representative with any questions or concerns we may have.
- The Town of Ossipee provided the West Ossipee Fire Precinct with a copy of an Outdoor Event Application for the Native American Pow Wow on July 5th and 6th, 201; August 9th and 10th, 2014; and September 13th and 14th, 2014.
- A letter was received from US Department of Labor regarding participating in the 2014 survey of occupational safety and health issues, to be received at a future date. Howard reviewed the letter.
- The Zions Bank Statement of Account was received dated July 1, 2013 through December 31, 2013.
- The form for the Post Office Box annual renewal verification was received.
- The Property Liability Trust sent correspondence dated December 31, 2013 to the NH Employment Security Bureau notifying them that we have joined the Property Liability Trust unemployment compensation program. Howard reviewed the letter.

- Correspondence was received from the Property Liability Trust dated December 30, 2013 providing information which they file annually with the Secretary of State (CD was enclosed).
- Correspondence was received from the Property Liability Trust dated December 27, 2013 providing a six month estimate for the workers' compensation program. An invoice and summary of amounts of protections from 1/2014 through 12/2014 were also included, as well as a Notice of Compliance Form to be signed and posted at our place of business.
- Christmas Cards were received from Plodzyk & Sanderson and Bergeron Technical.

5. Treasurer's Report

Motion: by Howard, seconded by Brothers, to accept treasurers report into the record with a balance as of January 6, 2014 of \$94,838.57. **All in favor, motion passed.**

6. Chief's Report

December 2013 activity included 22 calls total (1 motor vehicle collision, 14 EMS calls, 5 fire calls, 2 service calls) for a total of 125.5 hours.

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

7. Old Business

A. 2013 Year End

All vehicles have been serviced. Central bathroom is all dry walled and will be painted tomorrow. The framing has been started in the former bay at Central Station. Huddleston will have more information regarding the installation of insulation within the exterior walls at Central Station for the next meeting.

B. Electrical Upgrade

A contract was signed the contract and a deposit provided tonight for the electrical upgrades at Central Station. Carl stated Pleasant North's main focus is finishing the bathroom and getting the former bay/office walls constructed. Then they will be waiting for the electrician. Knight Security has moved some sensors and they will come back to install them when ready.

C. Francis Lord Donation

Moore stated we need to know what Francis Lord's specific request is. Huddleston stated the only paperwork he has is what he has already provided to the Commissioners. The Commissioners will draft a letter to Francis Lord requesting that he submit his specific request in writing.

8. New Business

A. Jewell Hill Damage by Jon Cyr (plowing)

Huddleston reviewed the damage to the Jewell Hill Building. Jon Cyr's insurance company has called Huddleston and the adjuster will be at the building on Thursday. The incident took the entire electrical meter base off the building, went through the wall and pushed it in. There is a 4' x 8' sheet of plywood where all the electrical components are for that building. Huddleston discussed with Howard putting two Jersey barriers up to protect this and possibly cement pilings in front of the door for the same reason.

B. Adobe Publisher, etc.

Howard went to Computer Port to inquire about replacing the PCU unit. A new tower with 1TB of storage, 64bit, 16 GB of ram, MS windows Home Premium operating system would be approximately \$620. To add a wireless keyboard and mouse would be an additional \$45. They provide a standard one-year hardware replacement warranty. They would be able to transfer the current Microsoft license over from the old machine to the new machine. Howard will follow up with compatibility questions regarding Adobe Publishing.

C. Fairpoint

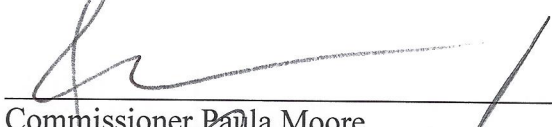
Discussion took place on running the lines for Fairpoint with the current construction taking place. Huddleston stated the electrician said he can run the lines. Huddleston will clarify this further with them when they get here. We may also want to see if Fairpoint wishes to run these lines themselves to avoid any potential issues.

9. Public Comments – None.

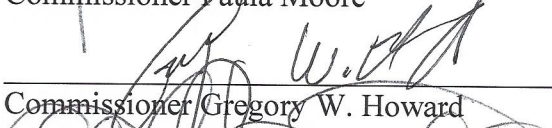
10. Adjournment

Motion: by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** Meeting adjourned at 9:02 p.m.

Approved on Jan 20, 2014



Commissioner Paula Moore



Commissioner Gregory W. Howard



Commissioner Stanley N. Brothers