

**West Ossipee Fire Precinct
Commissioners Meeting
March 17, 2014**

Commissioners Present: Paula Moore, Greg Howard

Commissioners Not Present: Stanley Brothers

Recorded by: Xann Teryek – Precinct Commissioners’ Secretary

Call to Order: Howard 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 March 3, 2014. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to the USPS for 100 stamps for a total of \$49.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Brand Company for pager batteries for \$175.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Ossipee Mountain Electronics for pager cases for a total of \$177.50. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Crowell’s Towing for transmission repairs to the Tahoe for a total of \$554.26. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Fleetmasters for boom replacement on the tower truck for a total of \$23,072.59. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Fleetmasters for a total of \$7,947.50 for general deficiencies and repairs to the tower truck. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to American Test Center for recertification of the tower for a total of \$850. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Fleetmaster for repairs to the turn table controls for a total of \$1,257.83 for. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest totaling \$4,391.41 dated, March 17, 2014. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a payroll manifest with a gross payroll total of \$461.75 dated March 17, 2014. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a revision to the February 3, 2014 payables manifest due to an error. A check to Fairpoint Communications which was issued for \$177.78 and it should have been \$177.58. A revised gross total for the February 3, 2014 manifest is \$4,578.80. **All in favor, motion passed.**

4. Review and Discussion of Mail Folder

- A letter was received from the Bureau of Statistics/OSHA asking for the reporting of any data. This was provided to Chief Huddleston to look into.
- A letter was received the Health Trust dated March 4, 2014 regarding damage to building at Jewell Hill. They acknowledged that they received a notice of the incident and who the contact is.
- Correspondence to West Ossipee Fire Department was received from Francis Lord, dated March 6, 2014, addressed to the Commissioners. Howard reviewed the letter in which Francis requested to be present to discuss the property at 16 Covered Bridge Road.

Motion: by Howard, seconded by Moore, to suspend the public portion of the meeting at 7:25 p.m. and enter into non-public session. **All in favor, motion passed.**

Non-public Session began at 7:25 p.m.

Present: Commissioner Greg Howard, Commissioner Paula Moore, Francis Lord, Cathy Lord.

Discussion took place with both the Commissioners and Francis Lord explaining their opinions of the ownership of the building at 16 Covered Bridge Road in West Ossipee, New Hampshire. Both parties agreed that this deal was not executed correctly by either Francis Lord or the Fire Department. After discussion, Francis Lord agreed to accept a check for \$599 from the West Ossipee Fire Precinct for use of the building for training purposes.

Motion: by Howard, seconded to Moore, to generate a letter to Francis Lord stating the fire department/precinct does not own the building at 16 Covered Bridge Road and to produce a check payable to Francis Lord in the amount of \$599 for use of the property for training purposes. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to adjourn the non-public session at 7:52 p.m. and *to make the meeting minutes public.* **Paula Moore voted in the affirmative; Greg Howard voted in the affirmative, motion passed.**

The meeting entered back into public session at 7:55 p.m.

5. Old Business

- A. Central Station Renovations** – Most of the painting is done. They have done more work on leveling the floor. Huddleston said Pleasant North said he would contact his electrician to see if the quote for the electrical panel upgrade can be lessened; it was determined that the electrical panel does not need to be upgraded. The electrician was in on Tuesday and said the work would be done Friday.
- B. Jewell Hill Station Damage** – Howard contacted The Property Liability Trust to see if we could get the damage assessment etc. which we have received. The \$337.54 check was for the invoice from Roger Schippelite for the emergency electrical repair. The other check was for the amount the adjuster had determined in terms of repairing the damage to the building. He did not have quotes he just created it himself. Lisa Roche instructed Howard to deposit the checks and get an estimate for repair; Liberty Mutual will issue supplemental checks as needed. She stated we should have Morton Building provide a dollar amount for doing the repair. Now that we have the documents we need, she feels we will now get a response when we contact Liberty Mutual. Huddleston noted there must also be a bill from PSNH for dropping the temporary service. Howard will follow-up on invoices that have been generated. At the next meeting we will sign off on checks to be deposited so we can pay whoever needs to be paid. A recommendation was made by The Property Liability Trust to contact them as soon as anything happens.
- C. Pleasant North Billing** – Howard and Moore reviewed Pleasant North purchase orders with what has been billed and paid to date. Discussion ensued over the billing for extra work associated with the masonry portion of the Central Station Renovation project in excess of approved contract/purchase order. Howard will follow-up with Pleasant North on why a change order was not forwarded for approval/authorization.
- D. Annual Meeting** – Howard, Moore discussed what, when and where things need to be submitted regarding the annual meeting.

6. New Business – Huddleston stated the Town of Freedom has started negotiations with Care Plus to end their current ambulance contract early in order to partner with the Town of Ossipee. The Precinct’s portion of the estimate will be right around \$300,000.

7. Public Comments – None.

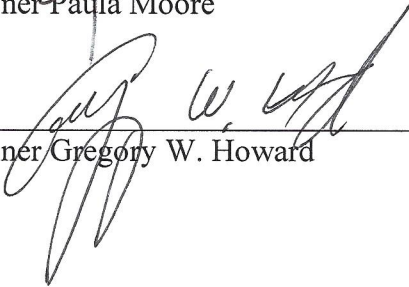
8. Adjournment

Motion: by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**
Meeting adjourned at 9:53 p.m.

Approved on 4/7/14



Commissioner Paula Moore



Commissioner Gregory W. Howard