

**West Ossipee Fire Precinct
Commissioners Meeting
June 2, 2014**

Commissioners Present: Greg Howard, Stanley Brothers, Paula Moore

Recorded by: Xann Teryek – Precinct Commissioners’ Secretary

Call to Order: Moore called the meeting to order at 7:05 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Brothers, seconded by Howard, to review and approve minutes of April 19, 2014. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Moore, seconded by Brothers, to approve a purchase order to pay Carl Huddleston \$279.33 for reimbursement of food provided at training. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a purchase order to Staples for \$206.08 for an all-in-one printer. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Moore, seconded by Brothers, to approve a payables manifest totaling \$6,466.25 dated June 2, 2014. **All in favor, motion passed.**

Motion: by Moore, seconded by Brothers, to approve a payroll manifest totaling \$12,068.00 dated June 2, 2014. **All in favor, motion passed.**

5. Review and Discussion of Mail Folder

- A letter was received from NH Municipal Association inviting the Precinct to become a member. Moore reviewed the letter. The Precinct has no interest in joining the NH Municipal Association.
- A letter was received from Knights Security with an accompanying Central Station Monitoring Service Agreement for \$24.00 per month.

Motion: by Brothers, seconded by Howard, to renew the contract for Jewell Hill and Central Station with Knight Security. **All in favor, motion passed.**

The agreement was executed and will be returned to Knight Security.

- A letter was received from NH Fire & EMS Committee of Merit looking for contributions. Per town policy, no donations can be made without taxpayers approval.

6. Chief's Report

Moore reviewed Chief Huddleston's report (see attached).

Motion: by Moore, seconded by Brothers, to accept report into the record. **All in favor, motion passed.**

7. Old Business

- A. WOFD Policy Review** - The policies have been reviewed; changes have been recommended; they will be reviewed again.
- B. Jewell Hill Station Repair** – The metal has been delivered and we are waiting for a date from Morton Building for repairs to begin.
- C. Financial Audit 2013** - Plodzyk and Sanderson has the 2013 files. They have what they need from the Treasurer Roberts; Secretary Teryek will mail the January and February payables and supporting documents to them. Moore reviewed copies of emails she received regarding how we handle our processes and a fraud statement which was executed for return.

8. New Business

- A. Evaluations** - Discussion ensued on the timing of evaluations. It was decided that the third quarter of the year will be when Huddleston evaluates firefighters. July 7th will be when the Commissioners evaluate Chief Huddleston.

9. Public Comments

Discussion took place on time of the commissioners' meetings.

Motion: by Brothers, seconded by Howard, to change the meeting time to 6:00 p.m. beginning with the month of July. **All in favor, motion passed.**

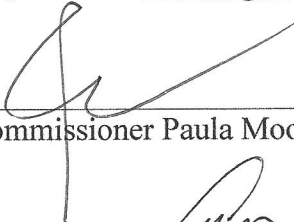
Carl West thanked the chief and the commissioners for approving and paying for the tower training, stating it was one of the best trainings the firefighters have ever had.

10. Adjournment

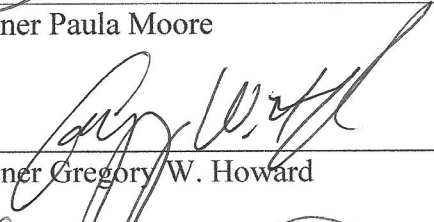
Motion: by Moore, seconded by Brothers, to adjourn. **All in favor, motion passed.**

The Meeting adjourned at 8:44 p.m.

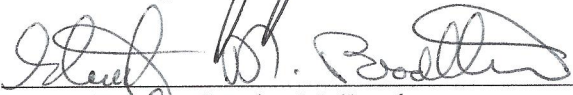
Approved on June 16, 2014



Commissioner Paula Moore



Commissioner Gregory W. Howard



Commissioner Stanley N. Brothers