

**West Ossipee Fire Precinct
Commissioners Meeting
July 21, 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 6:00 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Moore, seconded by Howard, to review and approve public meeting minutes of July 7, 2014. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to review and approve non-public meeting minutes of July 7, 2014. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Brothers, seconded by Moore, to approve a purchase order to Staples for folders for a total of \$58.42. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a purchase order to Indian Mound Hardware for a not to exceed figure of \$450 for materials to work on Jewell Hill Station. **All in favor, motion passed.**

Motion: by Moore, seconded by Brothers, to approve a purchase order to Christopher Ouellette for reimbursement for fuel purchase for small equipment for a total of \$82.19. **All in favor, motion passed.**

Motion: by Brothers, seconded by Moore, to approve a purchase order to Carl Huddleston for reimbursement for building supplies for a total of \$98.95. **All in favor, motion passed.**

Motion: by Brothers, seconded by Moore, to approve a purchase order to Lakes Region Fire Apparatus for \$81.83 for the purchase of a battery for the ATV. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Overhead Door Company for a not to exceed figure of \$500 for repairs to the overhead door at Jewell Hill Station. **All in favor, motion passed.**

Motion: by Moore, seconded by Howard, to approve a purchase order for \$154.50 to the State of New Hampshire for criminal records checks for three people.

3. Review and Approval of Manifests

Motion: by Moore, seconded by Brothers, to approve a payables manifest totaling \$44,303.26 dated July 21, 2014. **All in favor, motion passed.**

Motion: by Moore, seconded by Brothers, to approve a payroll manifest with a gross total of \$295.75 for June 2014 (employee was not paid in payroll run at July 7, 2014 meeting). **All in favor, motion passed.**

4. Mail

We have received a renewal certificate for our blanket accident policy.

5. Treasurer's Report

Treasurer report a balance of \$38,810.27 after tonight's payables and payroll.

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

6. Old Business

A. Jewell Hill Station Repair

Huddleston reported the building has been repaired and Thursday morning at 8:30 the power will be switched from the temporary power to the permanent power.

B. Financial Audit 2013

Kyle Gingras is coming here on Thursday at 1:00 to meet with Xann anyone else who is interested.

7. New Business

A. Moving Commissioners' Office

Huddleston discussed moving the commissioners/secretary's office stuff downstairs. The commissioners gave the approval to move the office items.

Discussion ensued on possible renovations for the upstairs. Howard noted after renovations, we really need to consider more locker units for the members who do not have a locker.

B. Surplus Equipment – Disposal/Sale

Howard stopped in a Jewell Hill. He noticed that we have a big ATV trailer that we no longer use, and a lot of old equipment that is not being used that has a least a value from a scrap salvage or selling it outright. He suggests we get stuff cleaned up, take photos, and put the items up on Craigslist. This way it will bypass the bid process. Then we will be able to more readily organize the equipment that we have there. Huddleston will create a list.

Huddleston reported that the storage area above the bathroom at Jewell Hill was not constructed to support any weight. For a couple thousand dollars, this could be renovated so the two tier rack could go on top of the bathrooms. Howard noted that the bathroom is free standing structure inside of the building. We need to have six anchor points with a bracket to anchor it to the floor.

Huddleston recommended that the commissioners draft a letter to the HAZMAT team stating that they would like them to house the HAZMAT trailer to another location. West Ossipee does not have any members on the HAZMAT team. The commissioners agreed.

8. **Public Comments** – None.

9. **Adjournment**

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

The Meeting adjourned at 6:52 p.m.

Approved on

8/4/14

Commissioner Paula Moore

Commissioner Gregory W. Howard

Commissioner Stanley N. Brothers