

**West Ossipee Fire Precinct  
Commissioners Meeting  
August 4, 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 6:04 p.m.

**1. Review and Approval of Meeting Minutes**

**Motion:** by Moore, seconded by Brothers, to review and approve public meeting minutes of July 21, 2014. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Moore, seconded by Howard, to approve a purchase order to reimburse Chris Oullette for the purchase of fuel for a total of \$78.89. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Moore, seconded by Brothers, to approve a payables manifest totaling \$673.13 dated August 4, 2014. **All in favor, motion passed.**

**Motion:** by Moore, seconded by Brothers, to approve a payroll manifest with a gross total of \$9,212.75 for June 2014. **All in favor, motion passed.**

**4. Mail**

A letter was received from the town stating that the DRA has not received our MS-32. To prevent any delay in setting this year’s tax rate, we must submit it as soon as possible. MS-35 will have to be submitted as soon as we get it from the auditors.

A check was received from Zions Bank for \$24,910 (they have been holding \$25,000 which was sent as an additional payment on principal.)

**Motion:** by Howard, seconded by Moore, to accept the return of the additional principal payment made in 2012/2013 from Zions in the amount of \$24,910 to ultimately be resubmitted later this fiscal year. **All in favor, motion passed.**

**5. Chief’s Report – See attached report.**

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

**6. Old Business**

**A. Jewell Hill Station Repair**

Huddleston stated all repair work is complete. We are still waiting on bills from PSNH and Roger Schipellite.

**B. Financial Audit 2013**

We are done with the audit. The auditors should have all the information they need and if they require further information, they will let us know.

**7. New Business**

**A. Computer/Website Procedures**

Howard stated with the creation of the email account, web site, and online backups, he was sole keeper of all that information which can be extremely dangerous. He typed up and created a reference for anybody who needs access to update these things. It will be locked in the file cabinet. He also will be drafting computer file backup procedure policy for anything not automatically backed up.

**B. North Country Recycling**

**Motion:** by Moore, seconded by Howard, to accept a check for \$32.00 for scrap recycling. **All in favor, motion passed.**

**C. HAZMAT Truck**

**Motion:** by Howard, seconded by Moore, to execute and mail letter to Dana Littlefield regarding the fact that the HAZMAT truck can no longer be housed at Jewell Hill station. **All in favor, motion passed.**

**8. Public Comments – None.**

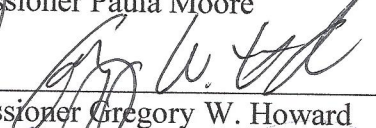
**9. Adjournment**

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

The Meeting adjourned at 7:23 p.m.

Approved on August 18, 2014

  
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Commissioner Paula Moore

  
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Commissioner Gregory W. Howard

  
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Commissioner Stanley N. Brothers