

**West Ossipee Fire Precinct
Commissioners Meeting
November 2, 2015**

Commissioners Present: Greg Howard, Paula Moore, Stanley Brothers

Recorded by: Xann Horn – Precinct Commissioners' Secretary

Call to Order: Howard called the meeting to order at 6:07 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Brothers, to approve October 19, 2015 meeting minutes. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Brothers, to approve a purchase order to New England Embroidery for a total of \$935 for 11 jackets (3 season) with embroidered name and patch to wear when turnout gear is not needed. **All in favor, motion passed.**

Tower Light/Rescue - Huddleston explained what a light tower is and why it is needed for the Rescue vehicle. He received two quotes (halogen and LED lighting). Halogen was \$18,000 versus LED at \$30,000. He explained the three items on the purchase order. He reviewed the current budget and identified a number of line items that we have underspent. His thought was to use the underspent funds to put the new tower light on the rescue. This way, we would not be required to raise any more money next year for this.

Motion: by Howard, seconded by Brothers, to approve a purchase order to Lakes Region Fire Apparatus for a not-to-exceed total of \$21,783.30 for the light tower to be installed on the Rescue vehicle. **All in favor, motion passed.**

Cab/Tower - Carl West will go by and take a look at the cab. Huddleston received an on-line notice that the company has been sold. He is hoping that when Carl West goes down there, if it is in good condition, he can ask for a check to mail down to them. If there is money left in the Tower 1 budget, he asked that it be carried forward to 2016 for that vehicle.

3. Review and Approval of Manifests

Motion: by Howard, seconded by Brothers, to approve a payables manifest totaling \$11,644.52 dated November 2, 2015. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a payroll manifest with a gross total of \$6,031.90 for October 2015. **All in favor, motion passed.**

4. Mail

A. Check from Indian Mound Hardware

Motion: by Howard, seconded by Brothers, to accept check from Indian Mound Hardware for a refund of \$39.75 for deposit. **All in favor, motion passed.**

B. Federal 941 and SUTA Quarterly Tax Returns – Executed for mailing.

5. **Chief's Report** – See attached.

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

6. **Old Business**

A. Document Retention and Destruction Policy #2015-1

Motion: by Howard, seconded by Moore, to approve the Document Retention and Destruction Policy #2015-1 as written. **All in favor, motion passed.**

B. 2016 Budget

\$1.399 is the contract per gallon price for Rymes. They are forwarding us a contract since one was never signed for this amount. Howard reviewed the usage at both stations. Budget Meeting with the Selectmen is on November 16, 2015 at 4:30 p.m. Huddleston recommends a \$50,000 earmark for Bergeron until he can reach them for a figure. Discussion ensued on if we need to prepare a warrant regarding the grant to be applied for. Howard will follow-up. The 2016 operating budget will be \$397,210 with \$20,000 in capital reserve for operating budget and \$50,000 (until we have a better number) for fire suppression.

Motion: by Howard, seconded by Brothers, to approve for submittal the budget as discussed for 2016 budget of \$327,210.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to allocate \$50,000 for a warrant article for fire suppression at Jewell Hill. **All in favor, motion passed.**

C. Time Warner - Howard provided an update; we are still waiting for success.

7. **Public Comments** – None.

8. **Adjournment**

Motion: by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** The Meeting adjourned at 7:55 p.m.

Approved on _____

Nov. 16, 2015

Commissioner Paula Moore

Commissioner Stanley Brothers

Gregory W. Howard