

**West Ossipee Fire Precinct  
Commissioners Meeting  
November 16, 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 6:08 p.m.

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

**Motion:** by Brothers, seconded by Howard, to approve November 2, 2015 meeting minutes. **All in favor, motion passed.**

**2. Purchase Orders- None**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Brothers, to approve a payables manifest totaling \$1,471.01 dated November 16, 2015. **All in favor, motion passed.**

**4. Mail**

- A letter was received from Davis & Towle offering educational opportunities regarding property & liability options for public entities.
- A building permit was issued for 70 Newman Drew Road.
- Paperwork was received for the fixed price agreement for Rymes for both stations to secure a price of \$1.399/gallon.

**Motion:** by Howard, seconded by Brothers, to sign and return the fixed price agreement for propane at \$1.399 per gallon. **All in favor, motion passed.**

- A line of credit application was received from Aubuchon Hardware.

**Motion:** by Howard, seconded by Moore, to complete the paperwork to maintain the credit line at Aubuchon Hardware. **All in favor, motion passed.**

**5. Treasurer's Report – Balance as of November 16, 2015 is \$88,005.83.**

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

**6. Old Business**

- A. 2016 Budget –** In preparing 2016 Budget and entering into DRA website, Howard noticed that line item 4150 Financial Administration was not on the budget and should have been at \$6,000. This means that the actual total operating budget will be \$333,320 instead of 327,210 as previously voted on.

**Motion:** by Howard, seconded by Moore, that the proposed operating budget be \$333,210. **All in favor, motion passed.**

With the capital reserve fund request of \$20,000, plus a warrant articles for the fire suppression system, the budget for 2016 will be \$25,598 less than 2015.

- B. Time Warner Telephone/Internet –** November 24<sup>th</sup> is when they will perform the installation at Jewell Hill.

7. **New Business**

A. **Jewell Hill Station – Fire Suppression System** – Huddleston received an email from Bergeron Technical Services regarding phase one of the installation of a fire suppression system at Jewell Hill. They invited 6 companies to bid. Two bids were received. Hampshire Fire Protection's bid was \$24,855 plus a certification fee. John L. Carter Sprinkler Co.'s bid was \$17,384 which includes a PE certification fee. Bergeron made a recommendation to go with John L. Carter Sprinkler Co. and when preparing a budget, they recommend a 5% contingency of \$869.20 and a paperwork document review fee of \$1,525 for a total \$19,778.20. Discussion ensued on language and amount for warrant article. Howard asked if plans could be prepared for the commissioners to review and for the files and also for plans to be available for review by precinct residents at the Annual Meeting.

**Motion:** by Howard, seconded by Brothers, to propose Warrant Article Number 4 for Phase One of the Jewell Hill Fire Station fire suppression system with a dollar amount of \$19,800. **All in favor, motion passed.**

B. Carroll County Coalition for Public Health - Community Emergency Response Team would like to host a training session at Central Station on December 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup>. It would be on basic level first aid, managing utilities and how to put out small fires. It will be a 20 hour course offered for free.

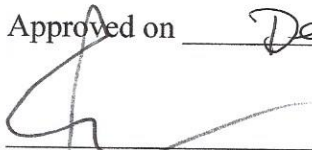
**Motion:** by Brothers, seconded by Howard, to allow the Carroll County Coalition for Public Health - Community Emergency Response Team to host a training at Central Station on December 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>. **All in favor, motion passed.**

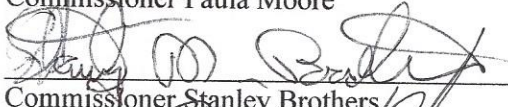
8. **Public Comments – None.**

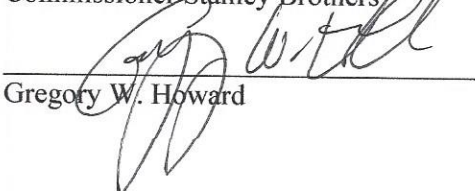
9. **Adjournment**

**Motion:** by Brothers, seconded by Howard, to adjourn. **All in favor, motion passed.** The meeting adjourned at 7:22 p.m.

Approved on December 7, 2015

  
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Commissioner Paula Moore

  
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Commissioner Stanley Brothers

  
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Gregory W. Howard