

**West Ossipee Fire Precinct
Commissioners Meeting
February 1, 2016**

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 7:03 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Brothers, seconded by Moore, to approve January 18, 2016 meeting minutes. **All in favor, motion passed.**

2. Purchase Orders - None

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest totaling \$7,137.89 dated January 31, 2016. **All in favor, motion passed**

Motion: by Howard, seconded by Moore, to approve a payroll manifest totaling \$5,270.50 dated January 2016. **All in favor, motion passed.**

4. Mail

- **Outdoor Event Application** was received for the Native American Style Powwow. The event application was reviewed; Huddleston will sign it and return it to the town.
- **Permit to Install and Operate Oil Burning Equipment** was received for 14 Crest Line Drive. A check for \$25 was received.

Motion: by Howard, seconded by Brothers, to accept the check for deposit. **All in favor, motion passed.**

5. Chief’s Report – Howard reviewed the report (see attached).

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

6. Old Business

- A. 2014 Audit –** Howard responded to Plodzik & Sanderson’s report and they have modified their report to state that 5 out of 37 items tested (purchase orders) were not dated.

Motion: by Brothers, seconded by Moore, to accept Plodzik & Sanderson’s draft and have them move forward with releasing the final audit report. **All in favor, motion passed.**

B. **2016 Budget** – Howard received the MS-37 review from DRA. He is waiting for final approval and then he will forward it to the town.

7. **New Business**

A. **Purchasing Policy Purchase Order Policy** – Howard reviewed the policy.

Motion: by Howard, seconded by Moore, to approve the policy as revised.
All in favor, motion passed.

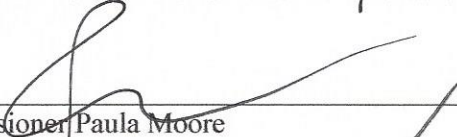
B. **Carroll County Public Health** – Another certification class will be held in March.

8. **Public Comments** – None.

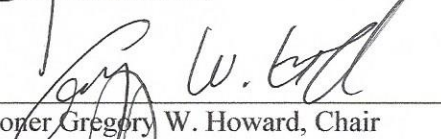
9. **Adjournment**

Motion: by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 8:07 p.m.


Approved on Feb 15, 2016



Commissioner Paula Moore



Commissioner Gregory W. Howard, Chair



Commissioner Stanley Brothers