

**West Ossipee Fire Precinct  
Commissioners Meeting  
February 15, 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 7:13 p.m.

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

**Motion:** by Howard, seconded by Brothers, to approve February 1, 2016 meeting minutes. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to John Burdett for a total of \$750.00 for CPR training for 15 members. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to the State of NH Criminal Records for two criminal record checks at \$49.75 each for a total of \$99.50. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to Conway Daily Sun for a total of \$250 to run the ad for the annual meeting for two days. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Moore, to approve a payables manifest totaling \$3,079.92 dated February 15, 2016. **All in favor, motion passed**

**4. Mail – None.**

**5. Treasurer's Report –** Howard reviewed the report (see attached).

**Motion:** by Howard, seconded by Moore, to accept the Treasurer's Report as presented showing a balance as of tonight (after tonight's payables and 941 tax payment) of \$115,979.23. **All in favor, motion passed.**

**6. Old Business**

**A. 2014 Audit –** Howard stated we signed our representation letter to Plodzyk & Sanderson which allowed them to finalize our 2014 Audit Report. They sent us the .pdf and hard copies will follow. The audit will be posted on the web site.

**B. 2016 Annual Meeting –** The Budget Committee reviewed, approved, and signed the MS-737. Huddleston will see that the tables and chairs will get set up at Jewell Hill for the Annual Meeting.

7. **New Business**

A. **Tax Forms**

W-2s and 1099s (coversheets) were executed for mailing to IRS and State of New Hampshire.

B. **New Employees**

Three new people have applied for employment; two of which are already trained.

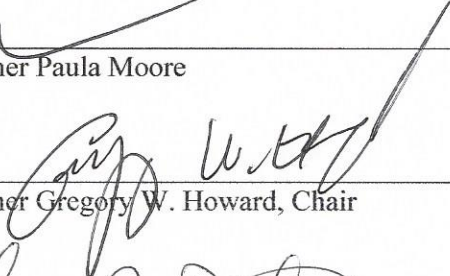
8. **Public Comments** – None.

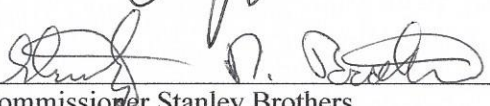
9. **Adjournment**

**Motion:** by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** The meeting adjourned at 7:56 p.m.

Approved on March 7, 2016

  
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Commissioner Paula Moore

  
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Commissioner Gregory W. Howard, Chair

  
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Commissioner Stanley Brothers