

**West Ossipee Fire Precinct
Commissioners Meeting
July 3, 2017**

Commissioners Present: Greg Howard, Stanley Brothers, Paula Moore

Recorded by: Xann Horn – Precinct 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 Moore, to approve June 19, 2017 meeting minutes. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to Staples for a backup power supply and surge protective strips and Sharpies for a not-to-exceed total of \$315.48 for **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to United Safety Services, LLC for annual fire extinguisher testing and certifications for a not-to-exceed figure of \$1,750.00 for **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Brothers, to approve a payables manifest totaling \$7,103.14 dated July 3, 2017. **All in favor, motion passed.**

Motion: by Howard, seconded by Brothers, to approve a payroll manifest with a gross total of \$11,249.92 for June 2017, and to approve the payment of \$2,481.76 to the IRS via EFTPS for the 941 payroll taxes. **All in favor, motion passed.**

4. Mail – Determination of Unemployment Compensation was received with reference to Thomas W. Coates. No action is necessary; this is for the Precinct's files. A spreadsheet was received from the Town of Ossipee Trustee of the Trust Funds; as of May 2017 the savings account beginning balance was 60,030.80. With the money the town placed in a CD, the Precinct has a balance of \$62,493.00 including interest. The total amount of our Capital Reserve Accounts totals: \$122,523.80.

5. Chief's Report – Commissioner Howard reviewed the Chief's Report for June 2017 (see attached).

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

6. Old Business

A. Trash Removal Contract – Commissioner Howard reviewed the copy of the contract that he signed on May 18, 2015 when Waste Management quoted a

monthly rate of \$99.02 per month. He reviewed the cancellation time frames and what is necessary to do in order to cancel prior to the next renewal period. This information will be held on file for future reference when time for renewal (June 2018).

- B. **Street Lighting** – Chief Huddleston is still looking into this (upgrades, etc). He will provide more information as it is available.
- C. **Personnel Reviews** – Chief Huddleston reported that Matt Welch was promoted from Captain to Deputy Chief. Ted Call will serve as Assistant Chief and will step in when either the Chief or Deputy Chief are available. Chief Huddleston will draft a job description for Assistant Chief. Minor discussion was held. Chief Huddleston still has a couple of more staff reviews to perform.


7. **New Business** – None.

8. **Public Comments** – None.

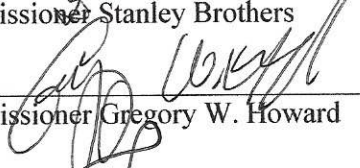
9. **Adjournment**

Motion: by Howard, seconded by Brothers, to adjourn. **All in favor, motion passed.** The meeting adjourned at 7:05 p.m.

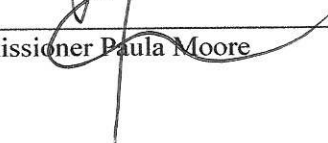
Approved on July 17, 2017



Commissioner Stanley Brothers



Commissioner Gregory W. Howard



Commissioner Paula Moore