

**West Ossipee Fire Precinct  
Commissioners Meeting  
August 7, 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 Brothers, seconded by Howard, to approve July 17, 2017 meeting minutes. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to Bergeron Protective Clothing for \$128.00 **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Moore Medical for a not-to-exceed total of \$650.00 for EMS supplies. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to State of NH Criminal records for \$47.00 for pre-employment criminal check. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to US Postal Service for a \$49.00 for 100 first class stamps. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Lakes Region Fire Apparatus for a not-to-exceed total of \$250.00 for Tower 1 maintenance. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to Lakes Region Fire Apparatus for a not-to-exceed total of \$1,950.00 for Engine 2 maintenance. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Brothers, to approve a purchase order to Lakes Region Fire Apparatus for a not-to-exceed total of \$1,850.00 for Rescue 1 maintenance. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Brothers, to approve a payables manifest totaling \$2,809.31 dated August 7, 2017. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a payroll manifest with a gross total of \$13,536.53 for July 2017, and to approve the payment of

\$3,116.86 to the IRS via EFTPS for the 941 payroll taxes. **All in favor, motion passed.**

**4. Mail**

- A. Check from Huggins Hospital** – A check was received from Huggins Hospital for \$1,800. This is a refund for WIFI link that was never provided on their March 15, 2017 invoice.

**Motion:** by Howard, seconded by Brothers, to receive this check into the precinct's checking account. **All in favor, motion passed.**

- B. Trust Funds** – A spreadsheet was received from the Town of Ossipee indicating the balance of the trust funds as of June, 2017. They did not comply with the request for individual bank statements for each individual account. Commissioner Howard will contact the Selectmen regarding repeated requests for the bank statements.

- C. Zions Bank** – A statement for the period January 1, 2017 through June 30, 2017 was received.

- D. 2016 Audit** – Final bound and unbound audit reports were received from Plodzick & Sanderson which has been posted to the Department's website.

**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. Treasurer's Report** - As of July 31, 2017 the checking account balance was \$117,473.53.

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

**7. Old Business**

- B. Street Lighting** – Chief Huddleston is still working on this.

- C. Personnel Reviews** – Chief Huddleston still needs to finalize a few reviews but other than that they are all done.

**8. New Business**

- A. Budget** - At the next meeting, the budget will be reviewed with an eye toward considering some additional training.

- B. Complaint** - A complaint was received pertaining to 10 Puritan Lane via email. Discussion ensued. Chief Huddleston has brought to the Commissioners'

attention what has transpired as a result of the response to the call at 10 Puritan Lane. The fire department, in the Commissioners review, responded and acted appropriately during that call. The Chief rightfully made the person aware that this person could file a complaint.

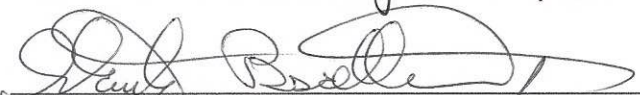
**Motion:** by Howard, seconded by Moore, that the Commissioners not take any action as there is no basis for the complaint or any type of misconduct, and there was no property damage incurred. **All in favor, motion passed.**

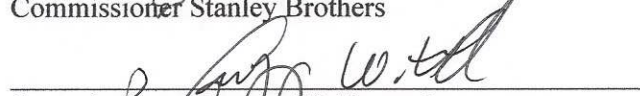
9. **Public Comments** – None.

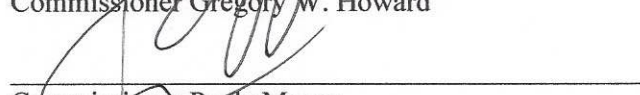
10. **Adjournment**

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

Approved on August 21, 2017

  
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Commissioner Stanley Brothers

  
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Commissioner Gregory W. Howard

  
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Commissioner Paula Moore