

**West Ossipee Fire Precinct  
Commissioners Meeting  
June 4, 2018**

**Commissioners Present:** Greg Howard, Stanley Brothers (not present), Paula Moore

**Recorded by:** Xann Horn – Precinct Secretary

**Call to Order:** Howard called the meeting to order at 6:05 p.m.

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

**Motion:** by Howard, seconded by Moore, to approve May 21, 2018 public meeting minutes. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Bergeron Protective Clothing for a not-to-exceed total of \$3,800 for one set of structural firefighting gear. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Grainger for a total of \$60.00 for 3 halogen bulbs. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Lakes Region Fire Apparatus for a total of \$9.84 for six gaskets. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Industrial Protection Services for a not-to-exceed total of \$2,500.00 for 24 air pack test and 1 SCBA compressor service. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to the USPS for a total of \$50.00 for 100 first class postage stamps. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Staples for a total of \$479.98 for a laptop and Microsoft Office package for the new Treasurer. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Moore, to approve a payables manifest dated June 4, 2018 totaling \$54,688.77. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve May 2018 payroll manifest with a gross payroll total of \$13,044.42 and to approve payment of 941 employment taxes totaling \$2,566.80 via EFTPS.

**4. Mail – None.**

**5. Chief's Report –** Commissioner Howard reviewed Chief Huddleston's monthly report (see attached).

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

**6. Treasurer's Report –** On May 31, 2018 the checking account balance was \$163,326.68.

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

7. **Old Business**

- A. **Replacement of Treasurer** – Commissioner Moore swore in Barbara F. Hooper as the new Treasurer of the West Ossipee Fire Precinct.
- B. **Utility Trailer** – Commissioner Howard spoke with DRA and was told that as long as the transaction is mentioned in the minutes, that should suffice. Chief Huddleston will get it in writing that they will accept the trailer as is and accept responsibility for the transaction and hold WOFD harmless.  
**Motion:** by Howard, seconded by Moore, that we approve transferring the utility trailer to the Center Ossipee Fire Precinct as a donation. **All in favor, motion passed.**
- C. **Annual Reviews** – Chief Huddleston is working on the reviews. They will begin to be reviewed at the next Commissioners' meeting.

8. **New Business**

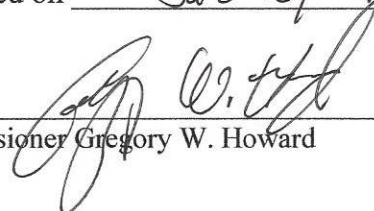
- A. **Boiler Permits** – Six boiler permits have been given out. This includes \$75 in cash and \$75 in checks.  
**Motion:** by Howard, seconded by Moore, to accept \$75 in cash and \$75 in checks for deposit to the checking account.
- B. **NHDOT Route 16 Upgrade Project** – Commissioner Howard spoke to Brad Harriman about final plans and future hearings with DOT. He believes the construction will be taking place in 2021 and Brad will contact the Commissioners regarding meetings that will take place prior to finalizing the changes. Discussion ensued.

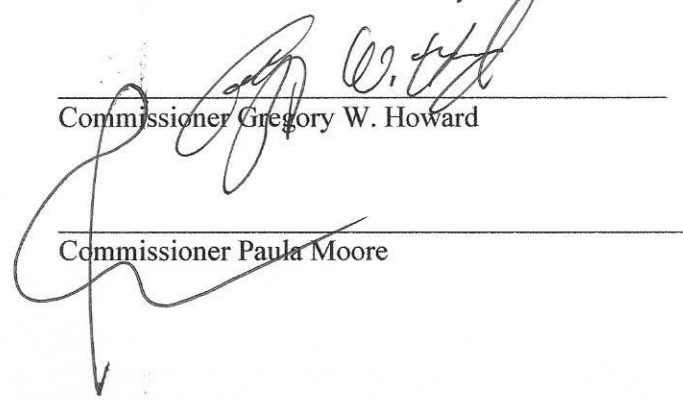
9. **Public Comments** – None.

10. **Adjournment**

**Motion:** by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 6:59 p.m.

Approved on June 18, 2018

  
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Commissioner Gregory W. Howard

  
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Commissioner Paula Moore