

**West Ossipee Fire Precinct  
Commissioners Meeting  
December 2, 2019**

**Commissioners Present:** Paula Moore, Denise Castle, Greg Howard

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

**Call to Order:** Moore called the meeting to order at 6:14 p.m.

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

**Motion:** by Moore, seconded by Castle, to approve the meeting minutes from November 18, 2019. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Jessica Colpoys for \$90 her CDL license. **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 figure of \$1,000 for repairs to the foam system and ABS system on Engine 1. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to New England Embroidery for \$348.00 for winter hats. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve a purchase order to Crowell's Towing for a not-to-exceed total of \$1,072.00 for emission system repairs on Car 1. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Castle, to approve a payables manifest dated December 2, 2019 totaling \$3,001.90. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Moore, to approve November 2019 payroll manifest with a gross payroll total of \$10,972.76 and to approve payment of 941 employment taxes totaling \$2,219.84 via EFTPS. **All in favor, motion passed.**

**4. Mail**

**A.** Tax Bill – The Town of Ossipee tax bills for Central and Jewell Hill station were received. The evaluation for Jewell Hill is \$265,000. The evaluation for Central Station is \$235,200. It is the opinion of the Commissioners that both of these assessments are low; Chief Huddleston will look into having the assessor review each building.

**5. Chief's Report** – Commissioner reviewed Chief Huddleston's monthly activity report for November 2019 verbally to those present at the meeting (see attached); report will be posted on the website.

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

6. **Treasurer's Report** – As of November 29, 2019 the checking account balance was \$205,350.30.

**Motion:** by Howard, seconded by Moore, to accept the treasurer's report as presented. **All in favor, motion passed.**

7. **Old Business**

A. **IRS Filing** – No feedback has been received since the November 13, 2019 mailing of the letter to the IRS requesting guidance on the best way to resolve the situation. Commissioner Moore will attempt to contact them by phone to follow-up.

B. **Warrant Article Wording** – Commissioner Howard contacted the DRA regarding the wording of the Capital Reserve Fund wording; he has not received a response.

8. **New Business** – Email issue. Commissioner Howard explained how and why members may be receiving "junk" emails and he explained how to handle them.

9. **Public Comments** – Louise Southerland, Budget Committee representative reported the following dates:

2/7/2020 - last day for the Budget Committee to publish dates of public hearings.

2/14/2020 - last day to hold a public hearing on the annual budget.

2/19/2020 - annual budget figures are due to Board of Selectmen.

2/11/2020 - Primaries.

3/10/2020 - town elections.

3/11/2020 - Annual Town Meeting.

3/7/2020 - WOFP Annual Meeting.

10. **Adjournment**

**Motion:** by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 7:07 p.m.

Approved on Jan. 6, 2020

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Commissioner Paula Moore

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Commissioner Denise Castle

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Commissioner Gregory W. Howard