

**kWest Ossipee Fire Precinct
Commissioners Meeting
January 20, 2020**

Commissioners: Greg Howard, Paula Moore, Denise Castle
Recorded by: Xann Horn – Precinct Commissioners' Secretary
Call to Order: Howard called the meeting to order at 6:09 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Moore, to approve January 6, 2019 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 not-to-exceed figure of \$435.64 for office supplies. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest dated January 20, 2020, totaling \$10,458.97. **All in favor, motion passed.**

4. Mail

Trust Funds - The Trustee of the Trust Funds provided a monthly statement. The West Ossipee Fire CD had a 2019 ending balance of \$45,087.42 with \$842.18 interest paid in 2019. The West Ossipee Fire Precinct Equipment Fund had a 2019 ending balance of \$20,043.09 with \$1.39 interest paid in 2019.

Motion: by Howard, seconded by Moore, to accept the reports from the Trustee of the Trust Funds as presented. **All in favor, motion passed.**

Project Reports - A report of permits pulled for 2019 was received.

Zions Bank - A statement was received from Zions Bank showing a closing balance on December 31, 2019 of \$0.00.

Donations and Permit Fees - Three \$25 permit fees (cash and two checks) and a \$50 cash donation was received from a precinct resident.

Motion: by Howard, seconded by Moore, to accept \$75 permit fees and the \$50 (cash) donation for deposit into the checking account. **All in favor, motion passed.**

5. Old Business

A. Annual Meeting - Commissioner Howard provided a list of things that need to be done, dates, etc. for the 2020 Annual Meeting.

B. **IRS Filing** – Commissioner Moore has spoken with the IRS. All payments were made on time and no penalties or payments are necessary. Two forms need to be filed to correct the 941 2016/2019 error. She has reviewed these with Xann and they have been provided to the Commissioners for execution and mailing.

C. **Warrant Article** -Commissioner Howard reviewed Article IV pertaining to changing the purpose for the Capital Reserve Fund.

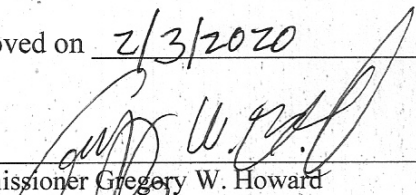
6. **New Business** – None.

7. **Public Comments** – None.

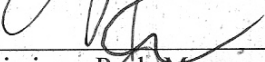
8. **Adjournment**

Motion: by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 7:04 p.m.

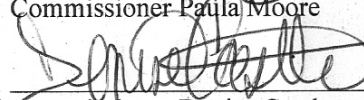
Approved on 2/3/2020



Commissioner Gregory W. Howard



Commissioner Paula Moore



Commissioner Denise Castle