

**West Ossipee Fire Precinct
Commissioners Meeting
March 16, 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 Moore, seconded by Castle, to approve March 2, 2020 meeting minutes. **All in favor, motion passed.**

Motion: by Moore, seconded by Castle, to approve March 7, 2020 Annual Meeting minutes. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to Doris Ann Allenson for a total of \$ 63.58 for copies made at Staples for the Annual Meeting. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Jessica Colpoys for a total of \$365.00 for reimbursement of fees for AEMT Practical Test of \$250 and AEMT National Registry Application of \$115.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Castle, to approve a purchase order to Industrial Protection Services, LLC for a total of \$233.87 for one air pack repair. **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 \$105.65 for nozzle repair parts on Engine 1. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to Lori Wrigley for a total of \$40.85 for reimbursement of training supplies. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve a purchase order to New England Marine for 4 ice suits, 3 NRS havoc helmets, 2 zipper lube sticks for a total of \$2,172.10. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest dated March 16, 2020, totaling \$9,220.59. **All in favor, motion passed.**

4. **Mail** – A letter was received from the IRS dated March 11, 2020 stating they needed additional time to research our inquiry received on November 18, 2019. The precinct had previously received a letter from the IRS stating this matter was resolved.
5. **Treasurer's Report** – The checking account balance on February 28, 2020 was \$167,303.89. Quickbooks reconciled with the bank statement.

Motion: by Howard, seconded by Moore, to accept ^{Treasurer's} ~~chief's~~ report as submitted. **All in favor, motion passed.**

6. **Old Business**

A. **2020 Budget/Annual Meeting** – Filing is complete with DRA noting individual warrant articles, whether they passed or not, what the votes were, and if there were any amendments. This generates the MS-232 for execution and posting to the website.

B. **2019 Audit** – Commissioner Howard emailed Sherry Bradstreet requesting a specific date for receipt of a draft.

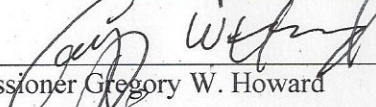
7. **New Business** – Discussion took place on how to hold the public meetings given that 10 is the maximum number of people allowed at a meeting due to the Coronavirus. At this time the Precinct will meet twice a month as usual. There was also discussion on medical aid calls and the steps that the members are taking to protective themselves and the public given the current times. Chief Huddleston reported that there are protocols in place and universal precautions are being used as in the past with other contagious diseases or illnesses.

8. **Public Comments** – None.

9. **Adjournment**

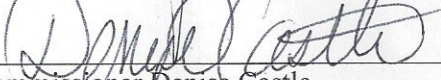
Motion: by Moore, seconded by Castle, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 7:12 p.m.

Approved on April 6, 2020



Commissioner Gregory W. Howard

Commissioner Paula Moore



Commissioner Denise Castle