

**West Ossipee Fire Precinct
Commissioners Meeting
Via Conference Call Due to COVID-19 Pandemic
October 19, 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 6:03 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Moore, to approve October 5, 2020 meeting minutes as presented. **All in favor, motion passed.**

2. Purchase Orders – None.

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest dated October 19, 2020 totaling \$881.44. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending via conference call. **All in favor, motion passed.**

4. Treasurer’s Report – On September 30, 2020 the checking account balance was \$179,90.02. Commissioner Howard reviewed the October 19, 2020 Treasurer’s Report verbally for everyone attending via conference call.

Motion: by Howard, seconded by Moore, to accept the October 19, 2020 Treasurer’s Report into record. **All in favor, motion passed.**

5. Mail - None

6. Old Business

A. COVID-19 Pandemic – Chief Huddleston stated that there is nothing new to report at this time.

B. 2020-21 Budget – Commissioner Howard recommended increasing security systems from \$750 to \$1,000. Chief Huddleston would like to budget to have pavement sealed at Jewell Hill and remote door openers installed. These are the only items out of the norm for 2021. Electric at Jewell Hill is close to over expending. An increase from \$2,000 to \$2,500 is recommended. Workers’ Compensation increased from \$5,000 to \$8,500 this year. Discussion ensued on timing of the audit and adjustment for previous year and how to address it in a current year. This will be revisited once the payroll budget is determined. Chief Huddleston stated that “Communications Equipment” will be spent next month. With regard to “Testing and Certification”, the \$5,000 budgeted will take a significant hit next month and most of this expended. EMS should increase from \$2,500 to \$3,500. He recommends that “Uniforms” – be brought back to \$2,000. Regarding “Payroll” Chief Huddleston looked at everybody that would be eligible for Duty Hours - 7 a.m. to 4 p.m., 5 days a week (45 hours per

week). Based on an average of everybody's pay rate for next year, the total for 12 months is \$56,160, maximum. He clarified that this does not include the chief in the mix as his hours with the State may be changing which will have an impact on his hours at the Fire Department. Commission Moore recommended increasing "Subscriptions" to \$3,500. "Training" was put on hold due to COVID-19 and this is expected to continue until the end of 2021. Chief Huddleston will do more research with the Fire Academy to see what they are going to recommend. This year and next year we will probably not have the opportunity to get to the training he would like. He suspects the payroll of that particular line item and the cost of the training itself will be reduced. Commissioner Howard recommended reducing the training payroll item for 2021. Cut payroll to from \$25,000 to \$12,000 and the "Training" line from \$8,000 to \$4,000. Chief Huddleston stated he would like to discuss this more with the officers. Louise Southerland, Budget Committee Representative, mentioned that Matt Sawyer mentioned that the federal government has released funds to the state. The Governor worded it that the Town of Ossipee can get money to fight COVID-19 and they are processing it through the police department (but into the general fund). She is wondering if the fire precinct can apply for state funding that is coming through the federal govt for COVID-19. According to Matt, the town will get a substantial amount of money. Chief Huddleston has not heard of anything, but he will talk to Matt Sawyer.

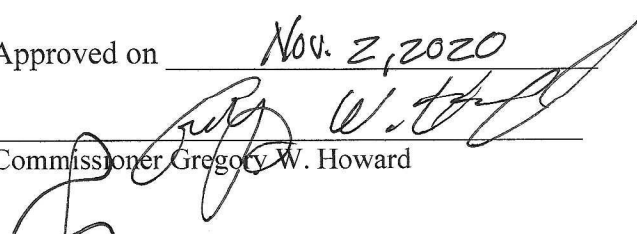
7. **New Business** – None.

8. **Public Comments** – None.

9. **Adjournment**

Motion: by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 6:55 p.m.

Approved on Nov. 2, 2020



Commissioner Gregory W. Howard



Commissioner Paula Moore



Commissioner Denise Castle