

**West Ossipee Fire Precinct
Commissioners Meeting
Via Conference Call Due to COVID-19 Pandemic
March 15, 2021**

Commissioners Present: Greg Howard, Paula Moore, Denise Castle

Recorded by: Xann Horn – Precinct Commissioners' Secretary

Call to Order: Howard called the meeting to order at 6:04 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Moore, to approve March 1, 2021 meeting minutes as presented. **All in favor, motion passed.**

Motion: by Howard, seconded by Moore, to approve March 6, 2021 Annual Meeting Minutes as amended. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Moore, to approve a purchase order to EMS Abounds/Kevin Jenckes for a total of \$225.00 for one AEMT Refresher Course. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Moore, to approve a payables manifest dated March 15, 2021 totaling \$3,912.61. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending via conference call. **All in favor, motion passed.**

4. Treasurer's Report – Commissioner Howard read the February 2021 Treasurer's Activity Report to those attending via conference call. The balance in the checking account as of March 1, 2021 was \$191,218.09.

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

5. Mail – A \$0.00 invoice was received from White Mountain Oil & Propane for service performed at Jewell Hill as part of our maintenance contract. A check from Hannaford dated March 2, 2021 for \$26.00 was received which were funds raised from their Community Bag Program in November.

Motion: by Howard, seconded by Moore, to deposit this check into the checking account. **All in favor, motion passed.**

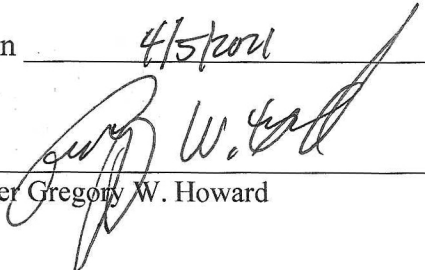
6. Old Business

A. COVID-19 Pandemic – Nothing new to report.

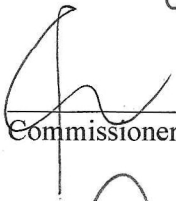
- B. **Annual Meeting** – Once the Annual Meeting Minutes are signed by the other two commissioners and the clerk, documents can be filed with DRA and finalized. It was nice to see the people who did show up. Last year we had 22 registered voters, this year we had 17. It would be nice to see more people in attendance.
 - C. **2020 Audit** – Plodzik & Sanderson has everything they need to complete the audit. Commissioner Howard will follow-up with them regarding the final report.
 - D. **Jewell Hill Station Boiler** – A Request for Proposals will have to be drawn up and posted. Nick Anania will assist with the particulars that need to be included in the request. Commissioner Howard reviewed the proposed Request for Proposals. Discussion ensued.
7. **New Business** – The monthly budget reports used in 2021 were discussed, specifically regarding amounts in specific line items that carry forward from previous years (2020) that cannot be rectified until the auditors recommend journal entries as a result of their audit (2021). Going forward, this report should be produced in the accrual format.
8. **Public Comments** – None.
9. **Adjournment**

Motion: by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 6:49 p.m.

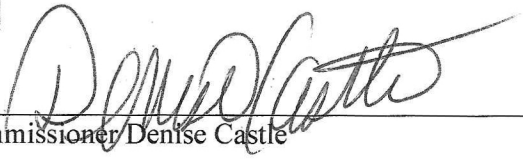
Approved on 4/15/2021



Commissioner Gregory W. Howard



Commissioner Paula Moore



Commissioner Denise Castle