

**West Ossipee Fire Precinct  
Commissioners Meeting  
Via Conference Call Due to COVID-19 Pandemic  
May 3, 2021**

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

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

**Call to Order:** Howard called the meeting to order at 6:00 p.m.

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

**Motion:** by Howard, seconded by Moore, to approve April 19, 2021 meeting minutes as corrected. **All in favor, motion passed.**

**2. Purchase Orders – None.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Moore, to approve a Payroll Manifest for April 2021 with a gross total of \$13,983.13 and to approve payment of 941 employment taxes of \$2,893.30 to be paid via EFTPS. **All in favor, motion passed.**

There were no payables (to be paid).

**4. Chief's Report –** Commissioner Howard read the April 2021 Chief's Activity Report to those attending via conference call.

**Motion:** by Howard, seconded by Moore, to accept Chief's Activity Report as submitted. **All in favor, motion passed.**

**5. Mail -**White Mountain Oil & Propane sent a no charge invoice for services at Center Station. These repair services were covered under the agreement.

**6. Old Business**

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

**B. 2020 Audit –** Plodzik & Sanderson have provided The MS535 to the DRA. Commissioner Howard has signed it; it needs to be signed by Commissioner Moore and Commissioner Castle and it can then be posted on the fire department's website. The draft audit has been provided and reviewed by all commissioners.

**Motion:** by Moore, seconded by Castle, to accept the 2020 draft audit, prepared by Plodzik & Sanderson, for finalization. **All in favor, motion passed.**

**C. Budget Committee Representative –** Commissioner Moore suggested posting this opening at the post office.

7. **New Business**

**A. Meeting in Person** – Discussion was held on when to resume meeting in person at Central Station once again. Commissioner Castle stated that if everyone has been vaccinated, she is okay with meeting in person. Commissioner Moore is fine with whatever works for everyone. It was decided that Commissioners' Meetings will resume taking place in person with the June 7, 2021 meeting. Commissioner Howard will update the notices that we will resume meeting in person the first meeting in June with the understanding that if there is a variant which causes a breakthrough in the current vaccine, (then) we will resume meeting via conference call.

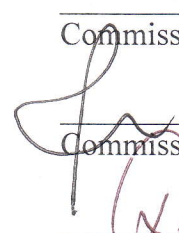
8. **Public Comments** – None.

9. **Adjournment**

**Motion:** by Howard, seconded by Moore, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 6:24 p.m.

Approved on: 5/17/2021

  
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Commissioner Gregory W. Howard

  
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Commissioner Paula Moore

  
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Commissioner Denise Castle