

**West Ossipee Fire Precinct
Commissioners Meeting
June 21, 2021**

Commissioners Present: Greg Howard, Denise Castle

Recorded by: DorisAnn Allison, Precinct Clerk

Call to Order: Howard called the meeting to order at 6:05 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Castle, to approve June 7, 2021 meeting minutes as presented. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Castle, to approve a purchase order to Lakes Region Fire Apparatus for a total of \$438.71 for repairing an engine oil leak in Tower 1. **All in favor, motion passed.**

3. Review and Approval of Manifest

Motion: by Howard, seconded by Castle, to approve a payables manifest dated June 21, 2021 totaling \$8,030.84. **All in favor, motion passed.**

4. Treasurer's Report – Commissioner Howard read the May 2021 Treasurer's Report. The balance in the checking account as of May 31, 2021 was \$186,356.56.

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

5. Mail

A. White Mountain Survey & Engineering Proposal for Letter of Map Amendment

A proposal was received from White Mountain Survey & Engineering, Inc. to prepare a Letter of Map Amendment for the Jewell Hill Property. The initial step would be to perform field work and prepare an Elevation Certificate. This would determine if the buildings are, or are not, located in a flood plain. If they are, flood insurance is required. If they are not, a Letter of Map Amendment could be prepared and submitted to FEMA which would remove the buildings from the flood plain. The result would be that no flood insurance would be required. Chief Huddleston explained that this was something our insurance company suggested the Precinct look into. Discussion ensued.

B. White Mountain Oil & Propane – A letter dated May 21, 2021 was received from White Mountain Oil & Propane regarding the Easy Payment Budget Program. Commissioner Howard read the letter. It was decided that it was not appropriate for the Precinct to participate in this program.

6. **Old Business**

- A. **COVID-19 Pandemic** – Chief Huddleston there was nothing new to report.
- B. **2020 Audit** – The representation letter has been signed and sent to DRA.
- C. **Precinct Commissioner Vacancy** – This vacancy will be posted in the Conway Daily Sun; Commissioner Howard has prepared an ad noting the duties of a Commissioner, etc. Discussion ensued. Besides being advertised in the Conway Daily Sun, it will also be posted on the Ossipee, NH Neighborhood Happenings Facebook page, as well as the Precinct website.

7. **New Business**

- A. **Jewell Hill Boiler Replacement** – Nick Anania provided the Precinct with the specifications for a boiler that will meet the needs of Jewell Hill. Discussion ensued.

Motion: by Howard, seconded by Castle, to utilize the document as read with the ability to modify the total number of BTUs sited. **All in favor, motion passed.**

Motion: by Howard, seconded by Castle, to approve the proposal specifications, but change the wording of the letter to 20,000 BTUs. **All in favor, motion passed.**

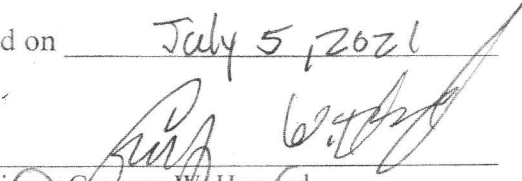
A Request for Proposals will be placed in the Conway Daily Sun. The submittal deadline will be Monday - July 19, 2021 by 6:00 p.m. Proposals will be reviewed at that night's Commissioner's meeting.

8. **Public Comments** – None.

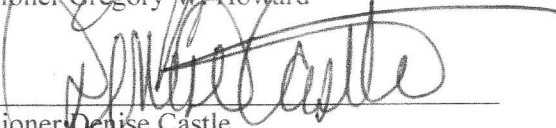
9. **Adjournment**

Motion: by Howard, seconded by Castle, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 6:59 p.m.

Approved on July 5, 2021



Commissioner Gregory W. Howard



Commissioner Denise Castle