

**West Ossipee Fire Precinct  
Commissioners Meeting  
In Person and Via Conference Call  
July 5, 2021**

**Commissioners:** Greg Howard (in person), Denise Castle (via conference call)

**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 Castle, to approve June 21, 2021 meeting minutes as amended. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Castle, to approve a purchase order to Lori Wrigley for \$31.30 for reimbursement of supplies purchased to paint a handicap parking space and parking lines at Central Station. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Castle, to approve a purchase order to the Conway Daily Sun for \$156.00 to run a Notice of Commissioner Vacancy (run for two days). **All in favor, motion passed.**

**Motion:** by Howard, seconded by Castle, to approve a purchase order to the Conway Daily Sun for \$175.50 to run a Notice – Request for Proposal for replacement of the boiler at Jewell Hill Station (run for three days). **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Castle, to approve a Payables Manifest dated July 5, 2021 totaling \$4,274.11. Commissioner Howard read each payable for those attending via conference call and in person. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Castle, to approve a Payroll Manifest for June 2021 with a gross total of \$17,905.72 and to approve payment of 941 employment taxes of \$3,726.52 to be paid via EFTPS. **All in favor, motion passed.**

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

**Motion:** by Howard, seconded by Castle, to accept June 2021 Activity Report as submitted. **All in favor, motion passed.**

5. **Mail** - A check for \$25.00 was received from Community Action Tri-County Cap. The reference was that it was for A. Avery. Chief Huddleston will follow-up on this to make sure it should be payable to West Ossipee Fire Department and clarify what services it was for.

6. **Old Business**

- A. **COVID-19** – Nothing new to report.
- B. **2020 Audit** – The final audit has been received (hard copy) and has been posted to the Department’s web site.
- C. **Commissioner Vacancy** – The notice ran in the Conway Daily Sun for two days. Nobody has expressed any interest at this point in time.
- D. **Jewell Hill Boiler Replacement** – The Request for Proposal notice ran in the Conway Daily Sun for three days.

7. **New Business**

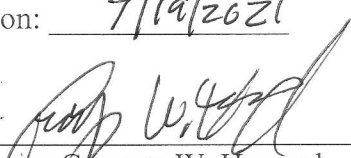
A. None.

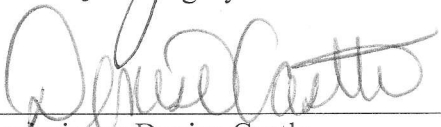
8. **Public Comments** – None.

9. **Adjournment**

**Motion:** by Howard, seconded by Castle, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 6:34 p.m.

Approved on: 7/19/2021

  
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Commissioner Gregory W. Howard

  
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Commissioner Denise Castle