

**West Ossipee Fire Precinct
Commissioners Meeting
In Person and Via Conference Call
July 19, 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 6:02 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Castle, to approve July 5, 2021 meeting minutes as amended. **All in favor, motion passed.**

2. Purchase Orders – None.

3. Review and Approval of Manifests

Motion: by Howard, seconded by Castle, to approve a Payables Manifest dated July 19, 2021 totaling \$2,781.09. Commissioner Howard read each payable for those attending via conference call and in person. **All in favor, motion passed.**

4. Treasurer’s Report

Commissioner Howard reviewed a revised Treasurer’s Report for June 21, 2021. The bank balance was originally reported as \$185,564.65; it should’ve been reported as \$187,188.80.

Motion: by Howard, seconded by Castle, to accept the revised Treasurer’s Report for June 21, 2021 as corrected. **All in favor, motion passed.**

Commissioner Howard reviewed the July 29, 2021 Treasurer’s Report to those attending in person and via conference call.

Motion: by Howard, seconded by Castle, to accept the Treasurer’s Report dated July 19, 2021 as submitted. **All in favor, motion passed.**

5. Mail

An invoice from White Mountain Oil & Propane was received regarding cleaning the boiler/furnace at Central Station. This work was performed on June 28, 2021 under the current service agreement.

An Insurance Audit appointment letter was received from NEIS, Inc. Xann will contact Doug Keith, Physical Auditor as in the past to coordinate getting reports to him.

A check from Tri-County Cap for \$25.00 was received regarding A. Avery. Chief Huddleston is assuming this was paid in error to WOFP. He will contact Tri-County Cap.

A notice dated June 20, 2021 was received from the Town of Ossipee, Trustees of the Trust Funds showing WOFP’s Capital Reserve Fund balance at \$85,883.13, plus \$18.23 interest for a total balance to date of \$85,901.36.

Motion: by Howard, seconded by Castle, to accept the Town of Ossipee, Trustee of the Trust Funds report. **All in favor, motion passed.**

A check for \$25.00 was received from NE Climate Control for a boiler permit.

A money order for \$25.00 was received from Irving Energy for a boiler permit

Motion: by Howard, seconded by Castle, to accept one check and one money order totaling \$50.00 to be deposited into the checking account. **All in favor, motion passed.**

6. Old Business

A. COVID-19 – Nothing new to report.

B. Commissioner Vacancy – To date nobody has expressed any interest.

C. Jewell Hill Boiler Replacement – One bid was received from White Mountain Oil & Propane (WMO&P) dated July 16, 2021. Howard read the proposal for all present in person and via conference call. The total bid was for \$10,745 (unit - \$5,395, materials - \$2,850, labor - \$2,500). Discussion ensued specifically around the fact that this proposal was not for the BTUs recommended in the specifications. Shane with WMO&P brought the Viessmann rep up to look at the job and prepare a bid for what he recommended would be necessary. Commissioner Howard thinks we must reach out to WMO&P to understand the difference of the proposed BTU output that they recommend versus Nick Anania's recommendation. A special meeting can be called if necessary. Discussion ensued. Commissioner Castle thinks if the specs are changed and a lower BUT unit is allowed, it should be put back out to bid.

Motion: by Howard, seconded by Castle, to take no action on the proposal received from WMO&P, pending further clarification. **All in favor, motion passed.**

7. New Business - 2021 second quarter Quarterly Tax reports for SUTA and 941 were signed and will be mailed.

8. Public Comments – None.

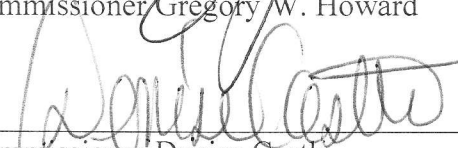
9. Adjournment

Motion: by Howard, seconded by Castle, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 6:39 p.m.

Approved on: 8/2/2021



Commissioner Gregory W. Howard



Commissioner Denise Castle