

**West Ossipee Fire Precinct
Commissioners Meeting
August 2, 2021**

Commissioners: Greg Howard, Denise Castle

Recorded by: Xann Horn – Precinct Commissioners' Secretary

Call to Order: Howard called the meeting to order at 6:01 p.m.

1. Review and Approval of Meeting Minutes

Motion: by Howard, seconded by Castle, to approve July 19, 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 Ossipee Mountain Electronics for a total of \$162.00 for repairs to one pager. **All in favor, motion passed.**

Motion: by Howard, seconded by Castle, to approve a purchase order to Lakes Region Fire Apparatus for a total of \$218.75 for drive shaft repair to Tower 1. **All in favor, motion passed.**

Motion: by Howard, seconded by Castle, to approve a purchase order to Crowell's Towing for a not-to-exceed figure of \$750.00 to replace two airbag impact sensors in Car 1. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Castle, to approve a Payables Manifest dated August 2, 2021 totaling \$1,175.00. **All in favor, motion passed.**

Motion: by Howard, seconded by Castle, to approve a Payroll Manifest for July 2021 with a gross total of \$17,889.01 and to approve payment of 941 employment taxes of \$3,771.94 to be paid via EFTPS. **All in favor, motion passed.**

4. Chief's Activity Report – Commissioner Howard read the July 2021 Activity Report to those in attendance.

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

5. Mail - A progress invoice was received from White Mountain Survey & Engineering, Inc. toward the FEC/LOMA work.

6. Old Business

A. COVID-19 – No changes.

B. Jewell Hill Boiler Replacement – On July 19, 2021, Commissioner Howard called and emailed Shane McKinney who prepared the proposal for White Mountain Oil & Propane (WMO&P). Shane responded on July 27th stating that they did not have

the specifications when they originally prepared the bid. The bid was based on their review of the system, discussion with the Chief Huddleston, and history of how the building heats. Commissioner Howard read the emails for all present. WMO&P will not be responding to the specific RFP and the one they submitted will stand as their official bid. Commissioner Howard forwarded their response to Nick Anania. It is Nick's opinion that WMO&P was probably appropriate in their sizing and feels that what they proposed is perfectly reasonable given that they have experience with the building, and he does not. Discussion ensued.

Motion: by Howard, seconded by Castle, to approve the proposal as written by White Mountain Oil & Propane dated July 16, 2021 for the boiler replacement at Jewell Hill for a total of \$10,745.00. **All in favor, motion passed.**

C. **Commissioner Vacancy** – John Saxby and Patricia Pustell were both interested in being a commissioner. However, John Saxby cannot fill the position due to work commitments. Patricia Pustell is still interested in serving as a Precinct Commissioner. Commissioner Howard had a brief discussion with her regarding the responsibilities. Patricia Pustell was present and provided those in attendance with her background information. Commissioner Howard reviewed the responsibilities of the position. Discussion ensued.

7. **Non-Public Session:** for Discussion with Patricia Pustell regarding Precinct Commissioner's position.

Motion: by Howard, seconded by Castle, to adjourn the public session and enter non-public session at 7:11 p.m. **All in favor, motion passed.**

8. **Return to Public Session at 7:32 p.m.**

9. **Precinct Commissioner** - Commissioner Howard swore in Patricia Pustell as a Precinct Commissioner by providing the Oath of Office. This is an interim position, filling the vacancy that was created with Paula Moore's resignation, until Annual Meeting. Welcome, Pat.

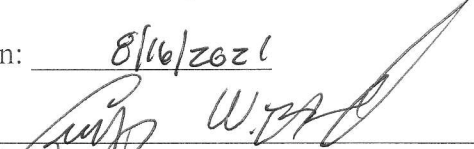
10. **New Business** - None.

11. **Public Comments** – None.

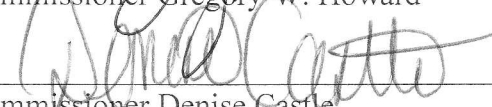
12. **Adjournment**

Motion: by Howard, seconded by Castle, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 7:34 p.m.

Approved on: 8/16/2021



Commissioner Gregory W. Howard



Commissioner Denise Castle