

**West Ossipee Fire Precinct
Commissioners Meeting
October 18, 2021**

Commissioners: Greg Howard, Patricia Pustell, Denise Castle
Recorded by: Xann Horn – Precinct Commissioners' Secretary
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 October 4, 2021 meeting minutes as presented. **All in favor, motion passed.**

2. Purchase Orders

Motion: by Howard, seconded by Pustell, to approve a purchase order to Bergeron Protective Clothing for a not-to-exceed total of \$3,200 for two sets of pants to be paid for by donation. **All in favor, motion passed.**

Damage was done to personal protective equipment during a fire at the former Pine Tree Power, Inc. plant. Therefore, the owners will donate to the West Ossipee Fire Department for the replacement of the cost of the damage to the personal protective equipment.

Motion: by Howard, seconded by Pustell, to approve a purchase order to the United States Postal Service for a total of \$58.00 for 100 first class stamps. **All in favor, motion passed.**

3. Review and Approval of Manifests

Motion: by Howard, seconded by Castle, to approve a Payables Manifest dated October 18, 2021 totaling \$1,937.50. **All in favor, motion passed.**

4. Treasurer's Report

Commissioner Howard reviewed the Treasurer's Report for September 2021. As of September 30, 2021 the checking account balance was \$231,260.95.

Motion: by Howard, seconded by Pustell, to accept the Treasurer's Report for September 2021 as presented. **All in favor, motion passed.**

5. Mail – A report was received from Town of Ossipee Trustee of the Trust Funds dated September 30, 2021. The West Ossipee Fire Precinct Equipment Fund has a balance of \$20,058.71 which includes interest to date of \$13.98. The West Ossipee Fire CD account has a balance of \$89,555.51 which includes interest to date of \$243.92.

Motion: by Howard, seconded by Castle, to accept Town of Ossipee Trustee of the Trust Funds September 30, 2021 report. **All in favor, motion passed.**

6. **Old Business**

- A. **COVID-19** – Chief Huddleston said there is nothing new to report.
- B. **FY 2022 Budget** – 2022 proposed budget numbers will be confirmed at the November 1, 2022 meeting. Discussion ensued regarding 2021 funds to be spent on training before the end of the current year. Chief Huddleston recommends keeping the 2022 budget for training/payroll at \$16,000.
- C. **Jewell Hill Sprinkler System** – Shawn Bergeron of HEB Technical Services previously supplied an estimate of \$10,000 for the installation of the sprinkler system at Jewell Hill Station. He believes this is probably still a good estimate and will confirm within a couple of weeks. Chief Huddleston said the budget for Jewell Hill Station was up by \$12,000 in 2021 due to the new boiler. To cover the design and installation of the sprinkler system, Chief Huddleston recommends \$3,500 for Jewell Hill Building Maintenance and \$11,500 for Jewell Hill Fire Suppression System.
- D. **Payroll Policy** - Commissioner Howard prepared and supplied a draft revised policy for review. Discussion ensued and recommendations were made to make the policy clearer. A final draft will be prepared for review and approval at the next Commissioners' Meeting.
- E. **Budget Committee Representative** – Commissioner Howard will, again, post the vacancy at the post office. Treasurer Fraser-Hooper will post it on Facebook and supply the information to Bob Pustell so he can put it in the publication that he distributes.

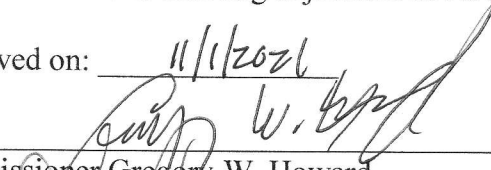
7. **New Business** – The quarterly 941 and SUTA employment tax filings were executed for mailing.

8. **Public Comments** – None.

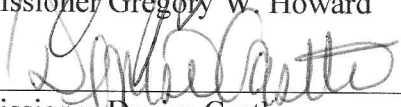
9. **Adjournment**

Motion: by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 7:36 p.m.

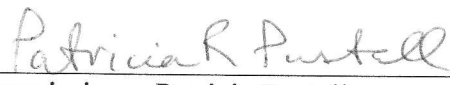
Approved on: 11/1/2021



Commissioner Gregory W. Howard



Commissioner Denise Castle



Commissioner Patricia Pustell