

**West Ossipee Fire Precinct  
Commissioners Meeting  
In Person and Via Conference Call  
January 3, 2022**

**Commissioners:** Greg Howard, Patricia Pustell, Denise Castle

**Recorded by:** Xann Horn – Precinct Commissioners' Secretary

**Call to Order:** Howard called the meeting to order at 6:03 p.m.

**1. Review and Approval of Meeting Minutes**

**Motion:** by Howard, seconded by Pustell, to approve December 20, 2021 meeting minutes as presented. **All in favor, motion passed.**

**2. Purchase Orders – None.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Pustell, to approve a payables manifest dated January 3, 2022 totaling \$60,207.35. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending via conference call. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to approve a Payroll Manifest for December 2021 with a gross total of \$15,785.52 and to approve payment of 941 employment taxes of \$3,261.70 to be paid via EFTPS. **All in favor, motion passed.**

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

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

**5. Mail – None.**

**6. Old Business**

**A. COVID-19 Pandemic –** The number of positive patients has increased. We have one firefighter out for 10 days due to testing positive. Huggins Hospital and Memorial Hospital are full with COVID positive patients and the vast majority of those COVID patients have not been vaccinated.

**B. FY 2022 Budget –** Our proposed budget for 2022 is accurate and nothing needs to be revised. Chief Huddleston estimates that we will end up with \$17,000 to \$18,000 is surplus.

**C. Unassigned Fund Balance –** Commissioner Howard received a response from DRA regarding the unassigned fund balance. The precinct will draft a warrant article and ask for

voter approval to use these funds. The warrant article will note that the source is the unassigned fund balance. It will also name and assign an account for the transfer of funds. The Capital Reserve Fund would not be able to be used for Jewell Hill sprinkler system project. Commissioner Howard has forwarded two draft warrant articles to Michelle Clark at the DRA for use of the unassigned funds for Jewell Hill sprinkler system. He read the draft warrant articles for all attending via conference call. Once DRA has approved the wording of the warrant article the commissioners will vote on the warrant articles to be presented at the Annual Meeting for the precinct residents to vote on.

Discussion ensued: At the end of 2020, the checking account balance was \$208,357. Chief Huddleston estimates the cistern and pump would cost around \$250,000. He suggests we place \$200,000 into that fund. Depending on what we get back for a quote, we could easily afford it in 2023 if we put the same budget forward. Howard stated that he thinks we need to leave around \$60,000 in the unassigned fund balance. Castle stated she understands this but she doesn't want the fire suppression system to go for another five years. She would like to see the budget stay the way that it is and not have to increase it but she doesn't want to inflate it next year. Pustell stated that everything we are buying is going up in cost so some things have to increase. We are not spending more money, we are spending what it costs to function. Huddleston stated that in 2020, 2021, 2022 we had the new pumper truck payment; this money is still in the budget but the truck is paid off so it could not go toward the fire suppression system. Howard believes over the next four or five years, we are going to have to increase our budget; there is no way around it. Castle thinks we should allocate \$200,000 of the unassigned fund balance to the Jewell Hill suppression system so that it would be paid off and is a done deal. Pustell agreed. Howard reminded everyone that we have the capital reserve fund for equipment to pull from as well. Castle wonders if anyone has considered raising the yearly amount that we put into the capital reserve fund? Howard recommends that Chief Huddleston look at what items will need to be replaced in the next few years and prorate this to see if we want to increase our contribution to the capital reserve fund.

**Motion:** by Castle, seconded by Pustell to propose to move \$200,000 from the unassigned funds into the new special fund for the Jewell Hill fire suppression system.

Discussion ensued. Denise withdrew her motion.

**Motion:** by Howard, seconded by Pustell to draft a warrant article to see if the precinct will vote to raise and appropriate the sum of \$200,000 to be added to the Jewell Hill Station Fire Suppression System expendable trust fund. This sum comes from the unassigned fund balance. NO amount is to be raised from taxation. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Castle, to draft a warrant article to see if the precinct will vote to establish the Jewell Hill Fire Suppression Expendable Trust Fund. **All in favor, motion passed.**

7. **New Business** – Denise reported that the information for the town report is due. Huddleston stated he will take care of this. Huddleston stated we ended up with just under 300 calls this past year which is a 9.5% increase. EMS went up by over 38%. A lot of what we are doing is EMS related and COVID is a driving factor. He does not see this

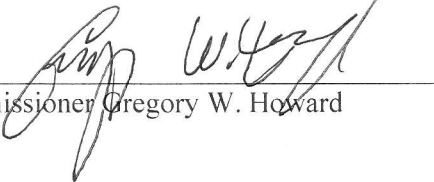
changing. Discussion ensued. The Annual Meeting will be March 12<sup>th</sup>. We received a check from the Town of Ossipee for \$6,670 which is the balance of what they owed us.

8. **Public Comments** – None.


9. **Adjournment**

**Motion:** by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 7:16 p.m.

Approved on 11/17/2022

  
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Commissioner Gregory W. Howard

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Commissioner Patricia Pustell

  
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Commissioner Denise Castle