

**West Ossipee Fire Precinct  
Commissioners Meeting  
In Person and Via Conference Call  
February 7, 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 Castle, to approve January 17, 2022 meeting minutes as presented. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Pustell, to accept a purchase order to Zoll Medical Corporation for a total of \$34,763.78 for an X Series Monitor/Defibrillator. Once the grant funds of \$25,000 are received, the total cost will be \$9,763.78. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Pustell, to approve a payables manifest dated February 7, 2022 totaling \$38,636.95. 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 Castle, to approve a Payroll Manifest for January 2022 with a gross total of \$13,904.88 and to approve payment of 941 employment taxes of \$2,881.40 to be paid via EFTPS. **All in favor, motion passed.**

**4. Chief's Report** – Commissioner Howard read the January 2022 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** – Huddleston reported we currently do not have any firefighters positive with COVID.

**B. FY 2022 Budget** – The Budget Committee will meet on February 10<sup>th</sup> and should sign the MS 737. We will then get notified that our paperwork is available for pickup. Pat

Pustell will be attending the meeting and will pick up the paperwork. She is considering being the West Ossipee Fire Precinct's Budget Committee Representative.

7. **New Business**

A. **Annual Meeting** – Discussion ensued about where to copy the information and how many copies are needed. The meeting will be on Saturday, March 12, 2022 at 10:00 a.m.

8. **Public Comments**

A. **Potential New Employee** - Huddleston noted he has someone interested in joining the department. Usually the potential employee would meet the commissioners. We are not meeting in person so how does this happen? Howard explained how this could be handled virtually.

B. **Donation** - Pustell had a letter from her neighbor noting her gratitude to the firefighters for helping her when she fell in her driveway. She opened the envelope and read the letter.

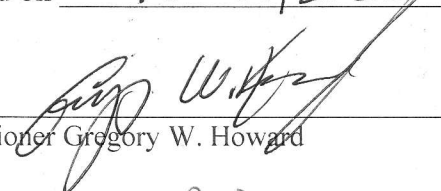
**Motion:** by Pustell, seconded by Howard, to accept a thank you check (donation) from Susan Kraynak in the amount of \$200. **All in favor, motion passed.**

C. **Pay Increases** - Castle asked Huddleston to explain the courses taken by the two employees who received pay increases.

9. **Adjournment**

**Motion:** by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 6:37 p.m.

Approved on Feb 21, 2022

  
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Commissioner Gregory W. Howard

  
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Commissioner Patricia Pustell

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Commissioner Denise Castle