

**West Ossipee Fire Precinct  
Commissioners Meeting  
September 6, 2022**

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

**Recorded by:** Greg Howard- Commissioner

**Call to Order:** Howard called the meeting to order at 6:06 PM.

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

**Motion:** by Howard, seconded by Castle, to approve August 15, 2022 Public Meeting Minutes as presented. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Pustell, to approve a purchase order to the US Postal Service for \$60.00 for one (1) roll of stamps. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Pustell, to approve payables manifest dated August 15, 2022 totaling \$11,169.32. 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 payroll manifest dated August 2022 with a total gross payroll of \$18,416.25 and Federal tax payment of \$4,090.38. **All in favor, motion passed.**

**4. Fire Chief's Report –** Commissioner Howard reviewed the August 2022 Activity Report for those present.

**Motion:** by Howard, seconded by Pustell, to approve the Fire Chief's Activity Report as presented. **All in favor, motion passed.**

**5. Mail –**

-Plodzik & Sanderson: Hard copies of the 2021 Audit Report, two (2) bound and one (1) unbound.

-Certified Mail- Workers Compensation Insurance coverage cancellation/non-renewal notice. Notice noted October 5, 2022 cancellation date. Upon receipt Howard discussed with Chief Huddleston contacting Green Insurance Associates to address the cancellation of coverage. Result of contact is that Insurance Company to re-open audit to keep coverage in force. Chief Huddleston to be contact person and submit necessary documentation.

**6. Old Business**

**-None**

7. **New Business**

**A. 2023 Budget**

Review of 2022 Budget vs. Actual dated January 1- September 6, 2022 to track expenses to date for developing budget. Review noted certain expenses assigned to incorrect line items. During discussion of health exams for Firefighters, Chief Huddleston notes new provider is Wentworth-Douglas at \$850/exam.

**Motion:** by Howard, seconded by Pustell, to move incorrectly identified line items to correct line item in Budget. **All in favor, motion passed.**

**B. Precinct Budget Committee Representative Position**

Jennifer Brown introduced herself to the Commissioners and meeting attendees. Howard reviewed the procedures to communicate via email when doing official business. Howard will email to Jennifer Brown the contact list for the Precinct officials and email backup procedure.

7. **Public Comments**


-Chief Huddleston noted issues with current water treatment system causing spotting of windshields on the apparatus thereby limiting visibility. Need to have the system checked to determine what can be done to correct the issue.

9. **Adjournment**

**Motion:** by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 7:11 PM.

Approved on Sept. 19, 2022

  
Commissioner Gregory W. Howard

  
Commissioner Patricia Pustell

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Commissioner Denise Castle