

**West Ossipee Fire Precinct
Commissioners Meeting
In Person and Via Conference Call
April 18, 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 April 4, 2022 Public Meeting Minutes as revised. **All in favor, motion passed.**

2. Purchase Orders

Motion: None.

3. Review and Approval of Manifests

Motion: by Howard, seconded by Pustell, to approve a payables manifest dated April 18, 2022 totaling \$9,863.27. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending via conference call. **All in favor, motion passed.**

4. Treasurer's Report – On March 31, 2022, the checking account balance was \$244,850.82.

Motion: by Howard, seconded by Castle, to approve the Treasurer's Report as presented. **All in favor, motion passed.**

5. Mail

A. Burner Permit Fees – Two checks for \$25 and a money order for \$50.

Motion: by Howard, seconded by Castle, to accept the total of \$100 for oil burner permit fees for deposit into the checking account. **All in favor, motion passed.**

B. Trustee of the Trust Funds – A statement dated March 31, 2022 was received. The WOFPP equipment cap reserve fund had an ending balance of \$106,138.67. The WOFPP Certificate of Deposit had ending balance of \$0.00 as this was transferred from a CD to the Capital Reserve account.

Motion: by Howard, seconded by Castle, to accept the report from the Town of Ossipee Trustee of the Trust Funds dated March 31, 2022 as presented. **All in favor, motion passed.**

C. White Mountain Oil & Propane - The renewal for annual oil and gas burner heater service insurance program was received. Howard reviewed the agreement options for the Standard Insurance Program at \$315 per station and for the Premium Insurance Program at \$485 per station. Discussion ensued.

Motion: by Howard, seconded by Pustell, to execute the service insurance program renewals for the Standard Insurance Program at Jewell

Hill Station for \$315 and Central Station for \$315. **All in favor, motion passed.**

6. **Old Business**

A. **COVID-19 Pandemic** – Chief Huddleston had nothing new to report; nothing new has been received from EMS Bureau regarding the new strain.

B. **Meeting in Person** – Commissioner Howard thinks it is appropriate to resume meeting in person at Central Station. We will still maintain the option to participate via conference call. The posted meeting notice will be updated to make people aware of the option to meet. Commissioner Pustell said she feels comfortable having the option to meet in person and/or remotely. Commissioner Castle thinks we are as safe as we can be to open the meeting back up to meeting in person with the option of attending by conference call.

Motion: by Howard, seconded by Pustell, to change from meeting remotely, to meeting in person at Central Station with the option of meeting via teleconference for those who wish to do so. **All in favor, motion passed.**

C. **2021 Audit** – No more information has been requested. Commissioner Howard will reach out to Plodzik & Sanderson to see if anything further is needed.

7. **New Business**

Quarterly Tax Forms – Commissioner Howard signed the quarter filings for mailing.

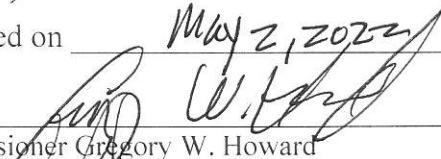
Chief Huddleston – A few people have requested that payroll (duty hours) be paid every two weeks instead of monthly. Discussion ensued. This will be revisited at future meeting.

Treasurer Allenson previously called Desi Valley because the Precinct has not seen an invoice for her duties as Supervisor of the Checklist. She will call her again.

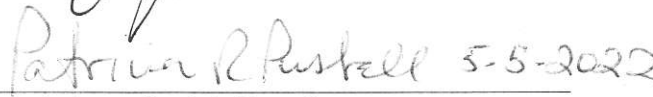
8. **Public Comments** – None.

9. **Adjournment**

Motion: by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 6:56 p.m.

Approved on May 2, 2022


Commissioner Gregory W. Howard

Patricia R Pustell 5-5-2022


Commissioner Patricia Pustell



Commissioner Denise Castle