

**West Ossipee Fire Precinct  
Commissioners Meeting  
In Person and Via Conference Call  
April 4, 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 6:01 p.m.

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

**Motion:** by Howard, seconded by Pustell, to approve March 21, 2022 Meeting Minutes as revised. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, seconded by Pustell, to approve a purchase order to EMS Abounds for EMT training for Scott Schwartz for a total of \$125.00. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to approve a purchase order to Bergeron Protective Clothing for a complete set of turnout gear for a total of \$4,250.00. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to approve a purchase order to William Wrigley for reimbursement for Gator Glide paint system for the airboat for a total of \$287.53. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Castle, to approve a payables manifest dated April 4, 2022 totaling \$27,404.14. 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 March 2022 with a gross total of \$17,532.71 and to approve payment of 941 employment taxes of \$3,484.44 to be paid via EFTPS. **All in favor, motion passed.**

**4. Chief's Report** – Commissioner Howard read the March 2022 Chief's Activity Report to those attending in person and via conference call.

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

**5. Mail** – A letter regarding a Notice of Policy Conditional Renewal was received from Arch Insurance Company regarding the Inland Marine Policy. This notice is regarding a 42.2%

increase in policy. A new proposal regarding this policy will be provided to Green Insurance Associates, LLC.

6. **Old Business**

A. **COVID-19 Pandemic** – Nothing new to report. Discussion took place about meeting in person again for Commissioner Meetings and continuing to allow those who wish to attend by teleconference to have that ability to do so. Commissioner Castle stated she believes she will still be attending via conference call. Chief Huddleston stated that there has not been any guidance coming out of Concord for the last month or two. He has not heard anything about the new variant from the EMS Bureau. Discussion ensued. This will be discussed again at the next meeting.

B. **FY 2022 Annual Meeting** – Everything has been submitted to DRA. The MS 232 is the final form that needs to be submitted. Each Commissioner needs to sign this individually. This will be put in the basket for the other commissioners to sign then Commissioner Howard will scan it and post it to the DRA portal. Commissioner Howard will send an email to the Trustee of the Trust Funds making them aware of the Jewell Hill Fire Suppression System warrant article and that the money would be transferred from the unassigned fund balance once we are given instructions.

C. **2021 Audit** – Items have been emailed to the auditors as requested. They should have everything they need.

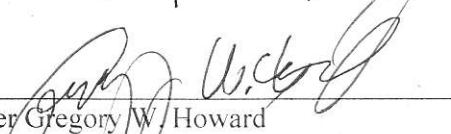
7. **New Business** – None.


8. **Public Comments** – None.


9. **Adjournment**

**Motion:** by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 6:33 p.m.

Approved on April 18, 2022

  
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Commissioner Gregory W. Howard

  
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Commissioner Patricia Pustell

  
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Commissioner Denise Castle