

**West Ossipee Fire Precinct  
Commissioners Meeting  
March 6, 2023**

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

**Recorded by:** Greg Howard- Commissioner

**Call to Order:** Howard called the meeting to order at 6:05 PM.

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

**Motion:** by Howard, seconded by Castle, to approve February 20, 2023 Public Meeting Minutes as presented. **All in favor, motion passed.**

**2. Purchase Orders**

**Motion:** by Howard, second by Pustell, to approve the posting of the Annual Meeting Notice in the Conway Daily Sun for \$208.00. **All in favor, motion passed.**

**Motion:** by Howard, second by Castle, to approve purchasing soap and supplies for the Jewell Hill Station from Grainger for \$86.68. **All in favor, motion passed.**

**Motion:** by Howard, second by Pustell, to approve replacing the extension ladder on Engine 1 by Lakes Region Fire Apparatus for \$1,186.26. **All in favor, motion passed.**

**Motion:** by Howard, second by Castle, to approve purchasing three (3) pair of firefighter gloves from Grainger for \$370.14. **All in favor, motion passed.**

**Motion:** by Howard, second by Pustell, to approve purchasing 1,000 checks and envelopes from the Checks Unlimited not to exceed \$500.00. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Pustell, to approve the payables manifest dated March 6, 2023 totaling \$9,589.52. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to retroactively approve an overage of \$30.81 on a Lakes Region Fire Apparatus invoice in the payables manifest dated March 6, 2023. The original Purchase Order was for \$850.00. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Castle, to approve the payables manifest dated February 2023 for a gross payroll of \$13,283.77 and a EFTPS of \$2,679.42. **All in favor, motion passed.**

4. **Fire Chief's Report** – Commissioner Howard reviewed the February, 2023 Fire Chief's Report for those present.

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

5. **Mail –**

**-QuickBooks-** An Intuit email cited that QuickBooks Desktop 2020 payroll service and support is ending May 31, 2023 and that QuickBooks can be upgraded to QuickBooks 2023 prior to ensure service is uninterrupted.

6. **Old Business**

**A. 2023 Annual Meeting-** Everything set for the upcoming meeting. Discussed the contingency of postponing the meeting to the next day, Sunday- March 12, 2023 at 10 AM in the event of a forecast significant winter storm. Will monitor the weather forecast. Commissioner Castle's term expires at the Annual Meeting and would prefer to not be considered for another term. Current serving officials Clerk Allenson, Treasurer Hooper and Moderator Pustell are willing to be considered for another term.

**B. Purchasing Policy-** The updated Policy #2008-001 Purchasing Policy reviewed with minor edits removing reference to credit cards.

**Motion:** by Howard, seconded by Castle, to approve the Purchasing Policy as amended. **All in favor, motion passed.** Amended Policy to be signed at next meeting.

**C. 2022 Audit-** No response from the Auditors following their field visit.

7. **New Business**

**- Tower Truck Replacement-** Chief Huddleston presented that the Sayville NY Fire Department is making their 2010 Aerial Apparatus available at \$250,000. Current market value of the apparatus is \$450,000-\$600,00. An option to purchase the apparatus is to use \$100,000 from the Capital Reserve Fund and finance the remaining balance of \$150,000. Chief Huddleston noted that we need to inform them whether we are interested in purchasing the apparatus. Discussion ensued.

**Motion:** by Howard, seconded by Castle, to authorize Chief Huddleston to communicate with the Sayville NY Fire Department regarding our interest in the purchase of the 2010 Aerial Apparatus. **All in favor, motion passed.**

**-Radio Repeater Contract-** We have received a contract from Whittier Communications for a 5-year term at \$6,000/year for the continued use of the tower on Mount Whittier for the Department radio repeater. Contract can not be terminated once signed. Discussion ensued over other options for the radio repeater in the area. Chief Huddleston will research whether alternative options are available by our next meeting.

**-Central Station Boiler-** Chief Huddleston noted that White Mountain Oil & Propane made two (2) service visits to correct problems with the boiler. The boiler is working

properly now.

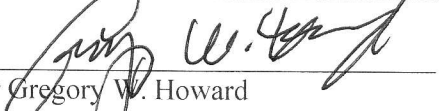
**8. Public Comments**

-None


**9. Adjournment**

**Motion:** by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**  
The meeting adjourned at 7:33 PM.

Approved on March 20, 2023

  
Commissioner Gregory W. Howard

Patricia R Pustell  
Commissioner Patricia Pustell

  
Commissioner Denise Castle