

**West Ossipee Fire Precinct
Commissioners Meeting
March 20, 2023**

Commissioners: Greg Howard, Patricia Pustell

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 Pustell, to approve March 6, 2023 Public Meeting Minutes as presented. **All in favor, motion passed.**

Motion: by Howard, seconded by Pustell, to approve March 11, 2023 Annual Meeting Minutes as presented. **All in favor, motion passed.**

2. Oath of Office-

Re-elected Clerk Dorisann Allenson and Treasurer Terri Hooper took the Oath of Office. A concern was raised whether there was a potential conflict with two (2) family members serving as Commissioners. The potential conflict involved newly elected Commissioner Tara Parent and Commissioner Patricia Pustell. To address the concern the Precinct Auditors and the NH Department of Revenue Administration (DRA) will be contacted. Until the question is answered Commissioner Tara Parent's Oath of Office will be delayed.

3. Purchase Orders

Motion: by Howard, second by Pustell, to approve the reimbursement of Dorisann Allenson for the cost of photocopying the Annual Meeting materials in the amount of \$93.10. **All in favor, motion passed.**

4. Review and Approval of Manifests

Motion: by Howard, seconded by Pustell, to approve the payables manifest dated March 20, 2023 totaling \$60,386.09. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending. The \$50,000.00 to be transferred to the Capital Reserve Fund is included. **All in favor, motion passed.**

5. Treasurer's Report – Commissioner Howard reviewed the March 1, 2023 Treasurer's Report for those present.

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

6. Mail –

-McNeil & Company, Inc.- Refund check in the amount of \$105.15. The refund was for the removal of the Chevy Tahoe from the insurance policy.

Motion: by Howard, seconded by Pustell, to accept the check from McNeil & Company, Inc. in the amount of \$105.15. **All in favor, motion passed.**

6. Old Business

A. 2023 Annual Meeting- The MS-232 is prepared and ready for Clerk Allenson's signature. Commissioner Howard will scan the Annual Meeting Minutes and the MS-232 for uploading to the NH DRA portal.

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

C. Tower Truck Replacement- Commissioner Howard provided background on discussions with Michelle Clark- NH DRA on how the Precinct can proceed with purchasing the Sayville NY Tower Truck. In order to prevent the down payment for the truck having to be expended under the approved 2023 Budget the \$50,000.00 to be added to the Capital Reserve Fund needed to be transferred within 10 days of the Annual Meeting. As a result, the \$50,000.00 was included in the Payables Manifest to ensure the transfer occurred within the 10 days. The executed check is to be delivered to the Town of Ossipee Trustees of the Trust Funds for deposit into the Capital Reserve Fund. Additionally, any finance agreement would have to have an escape clause. Commissioner Howard to follow-up and confirm with the NH DRA that the Precinct follows the correct procedure for the purchase to occur.

D. Radio Repeater Contract- Chief Huddleston had no new information on alternative options for the Radio Repeater. Commissioner Howard expressed concern the contract from Whittier Communications for a 5-year term at \$6,000/year. Discussion ensued over looking at other options for the radio repeater in the area. Concern was expressed that we risk losing the Repeater and impacting radio communications. Commissioner stated he felt that since we have not received a deadline we need to determine what that is and whether there are options for a short-term contract to bridge the Department to an alternative. Chief Huddleston will contact Whittier Communications on a deadline and short-term options for our next meeting.

7. New Business

-Ossipee Building Inspector- Commissioner Howard summarized the outcome of the Ossipee Town Meeting action on the proposed warrant article repealing the building codes and eliminating the Building Inspector position. The warrant article was tabled after residents expressed concern over the warrant article. The result is that the building codes and the Building Inspector position remain in place.

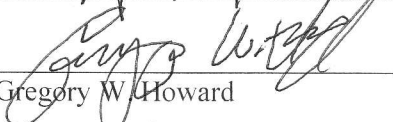
8. Public Comments

-None

9. Adjournment

Motion: by Howard, seconded by Pustell, to adjourn. **All in favor, motion passed.**
The meeting adjourned at 7:05 PM.

Approved on April 3, 2023


Commissioner Gregory W. Howard


Commissioner Patricia Pustell