

**West Ossipee Fire Precinct  
Commissioners Meeting  
December 4, 2023**

**Commissioners:** Gregory Howard, Tara Parent, Patricia Pustell

**Recorded by:** Gregory Howard- Commissioner

**Call to Order:** Howard called the meeting to order at 6:03 PM.

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

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

**2. Purchase Orders**

**Motion:** by Howard, second by Pustell, to approve the purchase order to Northern Tire for the one (1) tire for Engine 2 not to exceed \$644.00. **All in favor, motion passed.**

**3. Review and Approval of Manifests**

**Motion:** by Howard, seconded by Parent, to approve the payables manifest dated December 4, 2023 totaling \$2,805.21. Commissioner Howard reviewed each payable on the manifest verbally for everyone attending. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to approve the payroll manifest dated November 2023 with a total gross payroll of \$21,056.07 with an EFTPS of \$4,521.50. **All in favor, motion passed.**

**Motion:** by Howard, seconded by Pustell, to approve the Firefighter Longevity Bonuses manifest dated December 4, 2023 totaling \$14,500.00 with an EFTPS of \$2,815.02. **All in favor, motion passed.**

**4. Fire Chief's Report** – Commissioner Howard reviewed the November 2023 Activity 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. Burner Permit Fees-** Three (3) \$25 checks totaling \$75.00

**Motion:** by Howard, seconded by Parent, to accept the three checks totaling \$75.00. **All in favor, motion passed.**

**6. Old Business**

**A. 2024 Budget-** Commissioner Howard noted the Proposed 2024 Budget was presented to the Budget Committee at their November 29<sup>th</sup> meeting. Budget Committee was

presented background information regarding the requested budget increases including the financing for the newly acquired Aerial Apparatus.

Brief discussion with Chief Huddleston on Purchase Orders that may need to be executed at the December 18, 2023 meeting. Chief Huddleston has budgeted for certain Purchase Orders to be handled then.

**7. New Business**

**Disposal of Surplus Equipment Warrant Article-** Chief Huddleston asked for a Warrant Article be prepared for our Annual Meeting regarding the disposal of surplus equipment.

**January 1, 2024 Meeting-** Discussion over moving the meeting to the Tuesday, January 2, 2024.

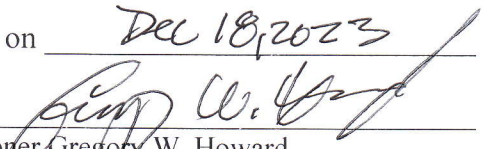
**Motion:** by Howard, seconded by Parent, to move the January 1, 2024 meeting to the following day, January 2, 2023. **All in favor, motion passed.**

**8. Public Comment**

**9. Adjournment**

**Motion:** by Howard, seconded by Parent, to adjourn the public portion of the meeting. **All in favor, motion passed.** The meeting adjourned at 6:48 PM.

Approved on Dec 18, 2023

  
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Commissioner Gregory W. Howard

 Dec 18, 2023  
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Commissioner Patricia Pustell

  
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Commissioner Tara Parent