

**West Ossipee Fire Precinct
West Ossipee, New Hampshire
2010 Annual Meeting
January 30, 2010**

Commissioners Present: Paul Jay and Henry Ela

Moderator: Stanley Brothers

Minutes Taken By: Marilyn Bolduc

Moderator Stanley Brothers called the meeting to order at 10:00am.

Moderator Brothers appointed Heather Wrigley to supervise the checklist.

Moderator Brothers asked for a hand vote to allow non-resident precinct taxpayers to voice their questions during the meeting even though they could not vote on the articles. The hand vote was in the affirmative.

Moderator Brothers read the articles completely to the assembly.

Article I - Elect Officials

Commissioner for 3 years: Roger Tice volunteered for the position, no other names were nominated. Roger Tice was voted in as a commissioner for a 3-year term by unanimous voice vote.

Precinct Clerk for 1 year: Chris Tozier nominated Heather Wrigley and Ellen Goss nominated incumbent Marilyn Bolduc. A ballot vote was requested by Joe Goss.

A ballot vote was taken. Moderator Brothers appointed Chris Seamans and Matt Welch to assist him in tallying the ballots. He announced the results with 18 ballots cast; Heather Wrigley 10 votes and Marilyn Bolduc 8 votes. Moderator Brothers announced Heather Wrigley as the elected clerk for one year.

Treasurer for 1 year: Marilyn Bolduc was nominated and Raymond Boutin was nominated. Joe Goss requested a ballot vote. A ballot vote was taken, Moderator Brothers, Chris Seamans and Matt Welch counted the ballots. Moderator Brothers announced the results; 18 votes were cast with Raymond Boutin receiving 11 votes and Marilyn Bolduc receiving 7 votes. Moderator Brothers announced Raymond Boutin as the elected treasurer for one year.

Moderator for 1 year: Moderator Brothers asked for nominations for moderator; none were presented from the floor. He offered his name for re-election. A hand vote was taken. Stanley Brothers was elected for one year.

Article II - Special Warrant Article

To see if the precinct will authorize the commissioners to enter into a long-term lease-purchase agreement in the amount of \$150,000, payable over a term of 60 months to purchase new air packs, Hurst tool, EMS supplies and turnout gear, and to raise and appropriate the sum of \$34,000 for the first year's payment for that purpose. The commissioners recommend this appropriation. The budget committee recommends this appropriation. (Two-thirds ballot vote required.)

Moderator Brothers explained that this would be a ballot vote and once the polls were declared open, the polls would be open for 1 hour. In order for the article to pass, a two-thirds majority vote is required. Paul Jay made a motion that the polls be open to vote on Article II and it was seconded by Peter Waugh. Moderator Brothers asked for explanation of the contents of the article be given to the assembly. Chief Brad Eldridge explained that the department's air packs are 6-16 years old. They do not meet current standards and have been upgraded to the extent possible. Repairs to three units recently cost \$700. Money in this article to upgrade the Hurst tool will be used to upgrade the cutting edges and not the whole units. This will meet the need to cut the heavier metals in the newer cars. The upgrade of turnout gear is to bring firefighters' gear up-to-date and to get 7 sets for the Explorer program. The members of the explorer program are very dedicated and an asset at calls. They are covered by insurance. The article also includes a stair chair for the rescue. This would allow one person to get a patient downstairs and out of a building without risk of injury to the patient or the firefighter. The passage of this article would address 3 risk management issues facing the department.

Moderator Brothers declared the polls open at 10:27 am and said they would be open until 11:27 am.

Article III - Budget for General Operations

Moderator Brothers read the article.

To see if the precinct will vote to raise and appropriate the sum of Four Hundred Five Thousand Seven Hundred Sixty Seven Dollars (\$405,767) for general precinct operations. (Majority vote required).

<i>Executive</i>	<i>\$40,100</i>
<i>Legal</i>	<i>\$2,000</i>
<i>Govt Buildings</i>	<i>\$35,870</i>
<i>Insurance</i>	<i>\$40,759</i>
<i>Fire</i>	<i>\$271,838</i>
<i>Street Lighting</i>	<i>\$3,200</i>
<i>Capital Outlay</i>	<i>\$12,000</i>

Executive \$40,100 - The question was asked how many hours the secretary position is? Chief Eldridge said it is a part-time 30 hour per week position. Ellen Goss stated the annual amount figured out to be \$443/week. Joe Goss made a motion to reduce the amount by \$10,000 and the motion was seconded. Deb Eldridge stated that the secretary was doing more of an administrative assistant job than a strictly secretarial job. The current secretary had also done grant writing. She said the precinct clerk was getting paid more and she did not know if the clerk had the qualifications for the job. Joe Goss said that there is a secretary job description outlining the job. Ellen Goss stated the clerk works for the commissioners. Paula Jay asked if the secretary's job description should be changed? Chief Eldridge read the secretary's job description. Heather Wrigley stated that the current secretary had experience in grant writing. Chris Tozier asked who wrote the job description? Henry Ela and Paul Jay said it was compiled from information received from the chief and reviewed by the commission. Moderator

Brothers asked for a vote on the amendment to drop the secretary's wage appropriation by \$10,000 to \$13,000. A hand vote was taken with 4 yes votes and 10 no votes. A hand vote to appropriate \$40,100 for Executive Expenses was called for by the moderator. A vote of 11 yes votes and 4 no votes.

Legal \$2,000 - A hand vote was taken to appropriate \$2,000 for legal expenses. A vote of 11 yes and 0 no votes.

Govt Buildings \$35,870 - Paul Jay read the breakdown as: Heat Central Station-\$3,500; Electric Central Station \$3,200; Bldg Maintenance Central Station \$6,000; Heat Jewell Hill \$3,500; Electric Jewell Hill \$2,400; and Bldg Maintenance \$400. Chief Eldridge made an amendment to add \$6,000 to this line to do a survey for a boundary line adjustment for Central Station to add land. He explained that it would about double the size of the existing lot. At this time, there is no intention to expand the facility. The precinct has just one year left to act on an option to receive land at no cost from Whittier Coalition.

Moderator Brothers asked Attorney Slack if this should be a separate warrant article and if the voters need to vote to accept ownership of land. Mellisa Ferland asked if acceptance of land could be considered a gift and if it would qualify under the warrant article passed by voters years ago giving Commissioners authority to accept any and all gifts and grants. Attorney Slack said gifts of land do not fall under this article and must be voted on separately. Paul Jay stated the agreement was only for an option to accept additional land. Attorney Slack stated that the money could be appropriated to do the survey, but a special meeting would have to be held to accept the land conveyance. Chief Eldridge stated a survey needed to be done in order to be able to give residents specific information. Tom Kondrat asked if there were going to be any EPA problems with the land. Chief Eldridge stated that part of the survey is research of the land. Land Tech gave the land survey estimate. Soil testing would be done. There are still monitoring wells on the property. At this moment, the amount of land that the precinct would be receiving has not been determined. T. Kondrat stated he knew of some pollution problems concerning the property. Paul Jay stated that the land adjacent to the precinct land had no history of pollution. Roger Tice stated that when the factory existed some lacquer had been poured on the ground. They would take drying hooks outside and lacquer was cleaned off by laying the hooks on the ground and burning off the excess lacquer. Don Eldridge said what Mr. Tice said was true, but only on a limited basis. Paula Jay asked after a survey is done if the information included in it expires. Would a lot of the information on polluted areas be available and the work would not have to be redone? Paul Jay stated that a survey of the area the precinct wanted has to be done. Paula Jay asked what information on the land is available to the public Mellisa. Ferland stated that the commissioners will surely exercise due diligence and will check for the property's history. Paul Jay said the \$6,000 would have to spent for what it was voted for. Joe Goss stated that money under a line item could be spent anywhere. Don Eldridge said the money needed to be in a special warrant article. Tom Kondrat asked if the \$6,000 could be restricted. Attorney Slack stated money in an operating budget can be spent for anything. To be restricted to a certain project or purchase, it would have to be put on the warrant for a specific purpose. The amendment to add \$6,000 for land survey was put to a vote; 13 yes, 4 no, and 1 abstain. A hand vote was taken to appropriate \$41,870 for Govt. Buildings; 14 yes and 4 no.

Insurance \$40,759 - Paul Jay made a motion to appropriate \$40,759 for insurance and seconded by Paula Jay. It covers Workman's Comp of \$6,132, Liability of \$7,392, Health \$22,000, and Short & Long Term Disability Insurance of \$5,236. Tom Kondrat asked how many people are covered under the health insurance if there is an employee co-pay. Chief Eldridge stated only one person is covered, himself, and there is no co-pay. It is the same policy as the Town of Ossipee offers its employees and, depending on hire date, and the town pays up to 100%. The town's policy is coming up for review and will probably include an employee co-pay. A hand vote to appropriate \$40,759 was taken; 13 yes votes and 0 no votes.

Fire \$271,838 - A motion was made by Roland Millette to appropriate the sum of \$271,838 for fire operations and seconded by Roger Tice. Paul Jay read the amounts for each line item under the Fire account.

Moderator Brothers stopped the discussion on the Fire account to state that it was 11:27am and the polls were now closed to voting on Article II - Special Warrant Article. Moderator Brothers, Chris Seamans and Matt Welch counted the ballots. Moderator Brothers announced the voting results as 16 yes votes and 3 no votes.

Chief Eldridge stated that calls in 2009 were up 46% over 2008. Chief Eldridge stated that the line item for Training showed zero funding and it should show \$6,000. M. Ferland stated that the line item for Payroll Taxes was wrong and should be a \$1,000 more for a total of \$11,433. Henry Ela stated on the worksheet the commissioners used during their budget discussions had the amount of \$5,000 for Training. Deb Eldridge made a motion to add \$6,000 for Training to the budget and seconded by Heather Wrigley. Tom Kondrat asked if there would be any savings on equipment maintenance with the purchase of the new equipment under the just passed Article II. New equipment should not cost as much to maintain and would be under warranty. Chief Eldridge said he would try to negotiate for extended warranty and extended service on the air packs. Tom Kondrat asked if the savings on equipment maintenance could then be applied towards the training costs? Chris Tozier stated that maintenance also covers other equipment such as generators, hand tools, and batteries. Chief Eldridge said that \$1,000 could be dropped from the maintenance budget and put towards Training. The amendment to appropriate \$6,000 for training was voted on by a hand vote; 3 yes votes and 14 no votes. The amendment did not pass. Tom Kondrat made a motion to add \$5,000 to the budget for training and Paul Jay seconded the motion. Joe Goss asked if there were other areas where savings could be found? He asked if any savings could be found in the payroll account. Mr. Goss asked the commissioners if all of the department members met the criteria as described in their job description. Commissioners Jay and Ela both responded that all of the department members meet the criteria of their job descriptions. A hand vote was taken to amend the Fire appropriation to include \$5,000 for training; the voting results were 13 yes votes and zero no votes. A hand vote was taken to appropriate \$276,838 for the Fire account; the voting results were 14 yes votes and 3 no votes.

Street Lights \$3,200 - Chief Eldridge said this article is to update the existing streetlights to energy efficient lights and the precinct has had requests for 2 additional lights to be installed at Ossipee Mountain Estates and at the railroad crossing by Medstar. The precinct has to pay for the new light heads up front and savings will be realized due to their energy efficiency and lower monthly costs. The precinct has 2 existing lights, Nichols Road and Jewell Hill Road. A hand vote was taken to appropriate \$3,200 for Street Lights; the moderator declared the vote as passed.

Capital Outlay \$12,000 - This appropriation is for generic equipment: 500 feet of hose, a couple of nozzles, clamps, a chain saw. A hand vote was taken to appropriate \$12,000 for Capital Outlay; the moderator declared the vote as passed.

Article IV - Audit

To see if the precinct will vote to raise and appropriate \$9,000 for the purpose of conducting an audit of the 2009 financial records. (Majority vote required)

A motion was made and seconded to appropriate \$9,000 to have an audit of the records done. A hand vote was taken and the moderator declared the vote as passed.

Article V - Septic System and Bathrooms for Jewell Hill

To see if the precinct will vote to raise and appropriate \$9,000 for the purpose of installing bathrooms and a septic system at Jewell Hill Fire Station. (Majority vote required)

A motion was made and seconded to appropriate \$9,000 to install a septic system and bathrooms at Jewell Hill Station.

It was brought to the attention of the moderator that in Article III the amount of \$10,000, to cover the costs of interest on the long term bond and notes, was not listed in Article III on the warrant. The amount is on the MS-37 forms that were approved by the Town Budget Committee. Attorney Slack said even though the amount is not on the warrant, it is on the MS-37 signed by the Budget Committee which was posted alongside the warrant. The moderator can accept a motion to revisit Article III at any point to reconsider amending it. The moderator stated that the meeting will continue discussing Article V and he would consider a motion to revisit Article III later in the meeting.

Chief Eldridge clarified the need for Article V. He stated that due to delays in starting the Jewell Hill project, costs in some materials increased. The delays were due to the State and not on the precinct level. The extra costs caused cuts to be made and the bathrooms got cut. A hand vote was taken to appropriate \$9,000 to install a septic system and bathrooms at Jewell Hill Station and the moderator declared the vote had passed.

Paul Jay made a motion to revisit Article III to discuss the missing \$10,000 line item for interest on the long term bond and notes and it was seconded by Chris Tozier; the hand vote passed with 14 yes votes and zero no votes.

Heather Wrigley made a motion to amend Article III to add \$10,000 for long term bond and note payment and the motion was seconded. Paul Jay stated the \$10,000 amount was on the MS-37 when it was approved by the Town Budget Committee. Chris Tozier asked if this was just a matter of not transferring the information off of one document to another? Paul Jay said yes. A hand vote was taken to add \$10,000 to Article III for payment of the long term bond and notes; the moderator declared the vote as passed.

A motion was made to accept the total appropriated amount for Article III at \$426,767 and seconded by Chris Tozier; the vote was 14 yes votes and 1 no vote.

Article VI - Upgrades to Central Station

To see if the precinct will vote to raise and appropriate \$12,500 for the purpose of making improvements to the West Ossipee Fire Station. These improvements will include upgrading bathroom to conform to ADA requirements, upgrading electrical system, roof repairs, upgrading heating system and installing carpet. (Majority vote required)

A motion was made and seconded to appropriate \$12,000 to upgrade the bathroom to ADA standards, upgrade the electrical, do roof repairs, upgrade the heating system and install carpeting at Central Station. There was no discussion. A hand vote was taken and the moderator declared the article as passed.

Article VII - Other Business

The moderator asked if there was any other business to come before the meeting. Chief Eldridge asked to address the meeting. He told the assembly that there was a 46% increase in call in 2009 over 2008. The 2010 budget has only increased 2.9% over the 2009 budget. He would like to thank the commissioners, past and present, the firefighters and their families for the dedication and service to the precinct. The new Explorer program has 7 exceptional members ranging in age from 14 years to almost 17 years. They attend meetings, trainings and calls. Some of these explorers are second and third generations of firefighting families. The explorers are being noticed throughout the mutual aid system. He thanked the precinct voters for the Jewell Hill building. The department now has the room to roll hose and work on the trucks.

Tom Kondrat said that he was sure the department received calls for kinds of emergencies that may not necessarily need the department's services. He asked if the department has considered looking into a system of reimbursement like the Forest Service uses. Chief Eldridge said that the department has a restitution policy. He has also received permission from the Commissioners to look into other avenues of monetary recovery. He is currently researching information. He stated that a large percentage of service calls are not for residents, but for people visiting the area. The precinct taxpayers are bearing the burden. New Hampshire allows for the billing of non-residents.

Deputy Chief and WOFA President Carl Huddleston thanked the commissioners for allowing the Firefighters Association to use the facilities for their fundraisers and their support of the association.

Moderator Brothers asked the newly elected officials meet with him after the meeting was adjourned to be sworn in.

With no additional business, the moderator asked for a motion to adjourn the meeting. A motion was made and seconded to adjourn. Moderator Brothers adjourned the meeting at 12:25 pm.

Moderator Stanley Brothers swore in Precinct Clerk Heather Wrigley, Commissioner Roger Tice, and Treasurer Raymond Boutin. Precinct Clerk Heather Wrigley then swore in Moderator Stanley Brothers.

Approved On: _____

Commissioner Henry Ela

Commissioner Paul Jay

Commissioner Roger Tice