

West Ossipee Fire Commissioners Meeting
Monday, March 1, 2010
West Ossipee Central Station

Commissioners Present: Henry Ela and Roger Tice

Others Present: Treasurer Raymond Boutin, WOFD Chief Brad Eldridge, Mellisa Ferland, Carl Huddleston, Roland Millett and Chris Tozier

Minutes Taken By: Heather Wrigley, Clerk

Commissioner Ela called the meeting to order at 7:06 pm.

The minutes from the West Ossipee Commissioner's Meeting on February 3, 2010, and February 15, 2010, were presented, reviewed and signed. Commissioner Ela made a motion to accept the minutes from the February 3, 2010 and February 15, 2010 commissioners meeting as written, Commissioner Tice seconded; motion was approved 2 - 0.

The minutes from the non-public session from the February 3, 2010 meeting were distributed and reviewed. Commissioner Ela made a motion to accept the minutes from the February 3, 2010 non-public session as written and to have the private session minutes remain sealed, Commissioner Tice seconded; motion was approved 2 - 0.

There was discussion at this time about the paying of the payroll on a monthly basis and the items that the Department of Labor is looking for in order to approve our request. Heather Wrigley will copy "A Guide for Developing a Written Safety Program and Lab 600 Rules" for Commissioner Tice and 2 additional copies for Carl Huddleston.

Mail Folder – The mail folder was distributed for review to the Commissioners.

The West Ossipee Fire Precinct has received \$100.00 in cash from Ellen Goss for the purchase of a chain saw. The money was attached to the bill of sale for the Commissioners to acknowledge and is noted in the minutes due to the fact there is no paper trail as there would've been with a check. The money will be deposited into the General Fund account tomorrow.

In the mail folder was the final draft of the three new standard operating procedures. They are policy #2010-01 Personnel Performance Evaluation, policy #2010-02 Training & Education Work Commitment and policy #2010-03 Personnel Participation Requirement. As well as, the final draft of the two revised job descriptions for policy #2009-004.04a Lieutenant – Fire and policy #2009-004.04b Lieutenant – Fire/EMS. Commissioner Ela made a motion to accept the new procedures and policies as written, Commissioner Tice seconded; motion was approved 2 - 0.

Manifest – Commissioner Ela made a motion was made to approve the Manifest, totaling \$13,491.22, Commissioner Tice seconded; motion was approved 2 - 0.

Chief's Monthly Report – Chief Brad Eldridge gave his report of what has happened this month. The report is to be attached to these minutes for review. See attached "Schedule A".

Inventory is being tallied at this time and the Air packs have been ordered.

New Business – Mellisa Ferland is requesting that the Commissioner’s approver her sending a letter to the Town of Ossipee Selectmen. The letter will request that the department receive the revised monthly amount in accordance with how the precinct voters voted. Commissioner Ela made a motion to approve Mellisa’s request, Commissioner Tice seconded; motion was approved 2 – 0.

Chief Eldridge would like to move forward with the projects that have been approved previously but cannot until the department gets some more funding from the town.

Ray Boutin discussed the Balance Sheet at this time and agreed that January was a big expense month and we need the extra money each month to cover the costs that we have monthly.

Chief Eldridge presented the Commissioner’s with an estimate from Accu-Temp for updating the Central Station heating system. Commissioner Ela made a motion to approve the estimate, Commissioner Tice seconded; motion was approved 2 – 0.

Chief Eldridge would like to update the NFPA subscriptions.

Software – The department uses computer software to deliver the reports to the State of New Hampshire. The department is looking at trying to obtain the software in the least expensive way as possible; they are trying to find out if it is possible to get it for free from the State of New Hampshire.

Turnout Gear – Elliot Enterprises is coming to the station to inspect all the turnout gear. The gear that can be salvaged will be and the gear that cannot be repaired to pass inspection will be destroyed at that time. Commissioner Tice requested that we keep one set of gear for testing purposes only.

The Leasing Company has requested copies of the Department’s 2007 and 2008 financial numbers for the approval of the financing request.

Old Business – The mileage reimbursement amount has been requested to be reduced. After a lengthy discussion it was decided that the rate be set at .40 per mile. Commissioner Ela made a motion to set the reimbursement rate at .40 per mile, Commissioner Tice seconded; motion was approved 2 – 0.

The meeting went into non-public session at 8:44 pm.

The meeting resumed public session at 9:16 pm.

Commissioner Ela made a motion to adjourn, Commissioner Tice seconded; motion was approved 2-0.

Meeting adjourned at 9:17 pm