

West Ossipee Fire Department

Business Meeting

December 4, 2008

19:00

Members Present: Brad Eldridge, Carl Huddleston, Ted Call, Matt Welch, Chris Tozier, Glenn Tucker, Carl West, Chris Ouellette, Jonathan Powers, Arron Lavoie, Chris Seamans, Scott Matheson, Jeffrey Eldridge, Michael Jay, Mellisa Ferland, Tyler Tozier

Meeting Conducted By: Carl Huddleston

Minutes Recorded By: Mellisa Ferland

Huddleston gave an overview of the November 22 Commissioners Meeting. The Commissioners have approved a budget of about \$6000 more than the 2080 budget. The Commissioners have agreed to appropriate more money to finish the station at Jewell Hill. Grants will be sought for the exhaust system, extractor, generator and alarm system. The foundation pouring is scheduled to be completed by the end of the year. Brian Streeter is donating the well and a donated pump that Tucker acquired will be used.

Commissioners will be meeting every other week. All purchases will be going through the Commissioners with the Treasurer signing the checks.

The way firefighters are reimbursed will be changing effective January 1, 2009. Instead of a quarterly stipend with levels of pay based on certification and meeting/training participation, members will be getting paid an hourly rate for all calls, meetings, trainings, etc. and checks will be issued monthly. Members will be responsible for recording hours worked or will not be paid.

The run reports currently used are being revised. In the meantime, members are asked to write a narrative about the call on the back of the run sheet after each call.

There were 17 calls in November equal to 190 man hours.

Members volunteered to officially form the West Ossipee Firemen's Association. Those members are Matheson, West, Ferland, Huddleston, Welch, and Tozier. The goal is to have the Association formalized by the beginning of 2009. This includes obtaining a tax id number, registering with NH Secretary of State and NH DOJ Charitable Trust Unit as well as filing for 501c3 status with the IRS.

The personnel policies and procedures have been approved by the Commissioners and forwarded to the precinct's attorney for review. Commissioners hope to adopt these policies by the end of the year to take effect January 1, 2009. Once approved, there will be membership meetings to review each chapter.

The hiring and firing process has changed. For new hires, applications will be made to the department and officers will make a recommendation to the Commissioners. Criminal background and motor vehicle record checks will be required prior to hiring. Commissioners are the final hiring and firing authority.

Commissioners have asked members to form a committee to inventory all fire department equipment and make recommendations of equipment that can be disposed of or sold. Chief Eldridge suggested this be done on meeting nights with all members helping with the inventory portion. Ferland will check with other departments for ideas about labeling/tagging all equipment.

Two gas meters need to be recalibrated.

Starting in 2009, per Commissioners, fire department members will receive training and learn how to properly inspect all turnout gear. Each set needs to be inspected annually.

Huddleston will be conducting a CPR class. Powers, Ferland, Matheson, and Tyler Tozier are interested in this class.

Meeting adjourned at 20:35.