

West Ossipee Fire Commissioners Meeting
Wednesday, July 12, 2010
West Ossipee Central Station

Commissioners Present: Henry Ela, Roger Tice and Paul Jay

Others Present: Chief Brad Eldridge, Don Eldridge, Mellisa Ferland, Carl Huddleston and Carl West

Minutes Taken By: Heather Wrigley, Precinct Clerk

6:32 pm Commissioner Ela, Commissioner Tice and Commissioner Jay began reading minutes, bills/invoices for the meeting and the audit results and recommendations.

7:00 Commissioner Ela called the meeting to order

Minutes – The minutes from the West Ossipee Commissioner's Meeting on June 14, 2010, were presented and reviewed. Commissioner Jay made a motion to accept the minutes from the June 14, 2010 commissioners meeting as written, Commissioner Tice seconded; motion was approved 3 - 0. Commissioner Ela made a motion to accept the minutes from the June 14, 2010 non-public session meeting as written and also to seal the minutes, Commissioner Tice seconded; motion was approved 2 – 0, 1 abstained.

Manifest – Commissioner Ela made a motion to accept the Manifest, totaling \$64,600.43 including payroll in the amount of \$5,369.25, Commissioner Tice seconded; motion was approved 3 – 0.

Mail Folder – None this month.

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".

Old Business

- Jewell Hill: Jewell Hill has been hydro seeded. Brick facing will have to be next year due to pricing.
- Air Bottle Swap: The MSA bottles were swapped with Center Ossipee. Center Ossipee received 4 MSA bottles and West Ossipee received 4 Scott bottles.
- Chief Eldridge and the other chiefs in Ossipee have come up with a list of recommendations for the selectmen and are hoping that they will take the recommendations into account when negotiating the new ambulance contract.
- Propane Pricing: Rymes has agreed to lock West Ossipee Fire Department into the same price as Center Ossipee. The price is 1.689/ gallon. The department will start getting deliveries from the new company as soon as the tanks get switched out.
- Chief Eldridge would like to get the approval from the Commissioners to have Jon Cyr dig up the old oil tank that has been in the ground since 1976. Commissioner Jay made a motion to allow the removal of the old tank from the ground. Commissioner Ela seconded, approved 3-0.
- Chief Eldridge also let the Board know that Brian Berling from LandTech is coming to meet with him to start the process of the survey to get the boundary line adjustment.

New Business

- Per one of the recommendations of the audit, Commissioner Jay made a motion to remove Mellisa as the Deputy Treasurer and the three commissioners will each be named as Deputy Treasurer's with the Chairman being the Primary. Commissioner Ela seconded, motion passed 3-0.
- Per another recommendation of the audit, the payroll approval process will change slightly. It was determined that instead of verbally approving the payroll via phone calls the preferred approval process for payroll is for the Chairman to sign the payroll sheet at the time that he/she approves it, then re-approve it at the next meeting obtaining the remaining signatures at that time.
- Mellisa Ferland stated that the auditor would like a written response to the audit's recommendations before they return to meet with the department. Mellisa is working on the response now for the Commissioner's to read and sign at the next meeting.
- Also in the audit of the payroll policy it was discovered that there were discrepancies for some of the firefighters pay. The calculation as to the amount that they are paid is written in the policy. Chief Eldridge is reviewing each member's pay right now to determine who is getting either over or under paid. He will make adjustments accordingly.
- Mellisa Ferland's new computer is in and updated with antivirus software and working.
- Chief Eldridge's computer hasn't made it to the computer technician's shop yet.
- The department has received preliminary approval for the Department of Safety grant for the extrication tools. The grant will help to offset the price to upgrade the cutter and spreader.
- New turnout gear is being shipped this week. It will be inventoried, labeled and distributed when it arrives.
- Jewell Hill improvements are coming along nicely.
- There was a call last Sunday that lasted approximately 7 hours at the Madison Lumber Mill. Chief Eldridge has notified Eastern Propane that they will more than likely be getting a bill from the department for their response. This is considered to be a hazmat issue. The approximate bill is \$7,000. Chief Eldridge is recommending that the Commissioners go forward with the invoice. Commissioner Ela made a motion to proceed with sending a bill to Eastern Propane. Commissioner Tice seconded; passed 3-0.
- Carl Huddleston has requested that the Safety Committee meet in August. Commissioner Jay is the commissioner on the committee and he agreed they will meet in August.
- Chief Eldridge has confirmed that the boat is ready. The final invoice total will be called in to Chief Eldridge in the morning.

- Commissioner Jay made a motion to have the clerk type a letter authorizing Chief Eldridge to approve the repairs of the air boat and upon approval give the final check to Rivercraft. Commissioner Tice seconded; motion passed 3-0. The clerk will email the letter to Mellisa Ferland to print.

Other Business – None

Meeting went into Non-Public Executive Session at 7:50.


Meeting went back into Public Session at 8:07.

Adjourn – Commissioner Ela made a motion to adjourn, Commissioner Jay seconded; motion was approved 3-0.


Meeting adjourned at 8:08 pm.

Next meeting will be August 2, 2010 at 6:30.


Approved On: Aug 9 2010



Commissioner Henry Ela, Chairman



Commissioner Roger Tice



Commissioner Paul Jay