

Selectmen's Workshop
Monday, November 17, 2014

Chairman Morgan called the workshop to order at 11:35 AM. Present were Selectmen Richard Morgan, Robert Freeman and Franklin Riley, and Ellen White, Town Administrator, who recorded the minutes. Also present were Peter Waugh, Recreation Director, and Adam Riley, Fire Warden.

Waugh provided the Board with further information on the two wagons contracted for the Community Christmas Event. Waugh stated that the expense is always reimbursed through donations received. Riley stated that Dave Babson has offered a wagon at no charge and questioned why his service is not utilized. Waugh responded that they are in need of two wagons and Babson only has one. He also questioned the capacity of Babson's wagon. Riley stated that he has no opposition as long as taxpayer funds are not being used to provide the service. Waugh was dismissed at 11:40 AM.

Elaine Sherman, Finance Manager, entered at 11:40 AM. Morgan stated that the Board is aware that Adam was just made privy to the new Purchasing Policy but they have some concern with the reimbursement requests that were submitted.

Adam explained that he has followed the procedures that were used by the former Forest Fire Warden. Discussion took place on the areas of concern. Adam explained that he pays out expenses and requests reimbursement from the Town to cover the expenditures.

Sherman questioned whether the checking account used for expenditures is linked to the Town's tax identification number. Adam responded that he was unsure. Morgan questioned the balance of the account. Adam responded with \$5,000-\$7,000 which is a balance that has been maintained since he took over the position. Adam stated he is the only authorized signer on the account.

Discussion took place on closing the account and bringing the payables back to the Town for processing. Further discussion took place on whether the reimbursements paid for permits would be subject to withholding. Sherman will contact the auditors for advice. Morgan suggested holding the purchase orders submitted for another week or two until they could get some guidance.

Discussion took place on the amount charged for permits.

Adam reviewed the Forest Fire Warden budget request stating the request to be level-funded as it has been for several years. Brief discussion took place on the telephone expense. The Board had no further questions.

Sherman was dismissed and Chief Carl Huddleston and Chief Michael Brownell entered for discussion at 12:05 PM.

Morgan asked for agreement that they would not be able to consider American Ambulance's proposal. All agreed.

Morgan stated concern for the options provided by CarePlus only showing a difference in price to the Town of Ossipee. Adam stated he thought they were trying to lessen the impact on the other towns to try to get them to join into the new contract.

Brownell stated that they need to clarify the cost of the second location at \$97,000. He stated he has an email stating the cost to be only \$46,000.

Discussion took place on the amount of revenue in Ossipee and the need for accurate reporting of receivables and outstanding balances.

Morgan stated that Option B appears to be the best option but fears the other towns would want the more expensive Option A since it is no additional cost to them, only to Ossipee.

Discussion took place on a location to put the non-staffed ambulance. Huddleston stated that West Ossipee Fire would have room at the Jewell Hill Station.

Further discussion took place on how to appropriate for the service in the 2015 warrant article, and for future preparations if not all towns accept the regional proposal at Town Meeting.

Brownell presented some ideas for purchasing an ambulance.

Being no further input, the workshop was adjourned.

Adjourned at 1:00 PM.

Richard H. Morgan, Chairman

Robert C. Freeman

Franklin R. Riley

To be approved 11/24/2014