

**West Ossipee Fire Precinct  
Commissioner's Meeting Minutes**

**November 8, 2008**

**Commissioners Present:** Commissioner Paul Jay, Commissioner Henry Ela  
**Commissioners Absent:** Commissioner Joe Goss

**Others Present:** Stanley Brothers            Carl Huddleston            Roland Millette  
                                 Donald Eldridge            Belinda Cullen            Marge Vacca

**Minutes Prepared By:** Mellisa Ferland

**Meeting Called to Order:** 9:00am

**Special Precinct Meeting**

Commissioner Jay explained that the precinct has two options to rectify the problem of NH DRA disallowing the warrant article for construction of the new station at Jewell Hill. The Precinct can continue forward with the special precinct meeting in December or withdraw the court petition and hold a January precinct meeting instead.

Commissioner Jay explained the work that has already been done and paid for at Jewell Hill. Cullen said the budget committee is in the middle of budget season, meeting regularly and will have no problem scheduling required hearings for a January precinct meeting.

Cullen said the Commissioners should consider establishing an expendable trust to be used in case of emergencies such as the cash flow problem the precinct is having right now.

Ferland will obtain a West Ossipee voter checklist to have on record at the station.

***Action Taken***

Commissioner Jay made a motion to withdraw the court petition post haste, desist from going forward with the court action and to hold the 2009 annual precinct meeting as early as legally possible in January. Commissioner Ela 2<sup>nd</sup>. Motion passed.

**Jewell Hill Project**

Commissioner Jay said Jon Cyr has been very professional and easy to work with thus far.

Huddleston said the well and installation at the new station has been donated by Brian Streeter. The value of this donation is about \$5,000.

***Action Taken***

Commissioner Jay motioned to accept the donation as long as Mr. Streeter provides a letter detailing the donation. Motion passed.

**Personnel Policies and Procedures**

Discussion ensued regarding the draft personnel policies and procedures manual.

Commissioners request the following changes/additions be made to the manual:

- All employment applications will be reviewed and approved by the Commissioners.

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November 8, 2008

- All employee terminations will be handled by the Commissioners.
- Add a section regarding damage to precinct property. Any damage of any dollar amount must be reported to the Commissioners.

***Action Taken***

Ela motioned to adopt the manual as amended and after complete review by the attorney. Motion passed.

**Other Business**

***Action Taken***

Commissioners voted to appoint Roland Millette of West Ossipee as the West Ossipee representative to the budget committee.

***Action Taken***

Commissioners voted to approve the October 25 meeting minutes.

**Next Meeting – December 6, 2008**

- Commissioners may have to meet for a budget workshop prior to the December 6 meeting.
- Items for the December 6 agenda include signing the personnel policy manual, finalizing the 2009 budget, and adopting job descriptions.

Meeting adjourned at 10:37am.

**Minutes approved:**

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**Paul Jay**

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**Henry Ela**

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**ABSENT**

\_\_\_\_\_  
**Joseph Goss**

\_\_\_\_\_  
**DATE**