

West Ossipee Fire Commissioners
March 7, 2009

Commissioners Present: Joseph Goss, Paul Jay

Others Present: Deputy Chief Carl Huddleston, Ray Boutin, Glenn Tucker, Don Eldridge, Tom Kenny

Minutes Taken By: Marilyn Bolduc

Commissioner J. Goss called the meeting to order at 10:02am.

The minutes from the February 28, 2009 meeting were reviewed and a motion to accept them as read was made and passed 2-0.

Mail Folder: A publication from Local Government Center was reviewed and will be circulated among the commissioners and the department. A motion to accept the mail folder was made and passed 2-0.

Manifest: The manifest was reviewed and a motion to accept it was made and passed 2-0.

Payroll Policy: A motion to table discussion of the Payroll Policy was made and passed 2-0.

Personnel Policy: A motion to table discussion of the Personnel Policy was made and passed 2-0.

Job Descriptions: C. Huddleston presented the commissioners with draft copies of all of the department's job descriptions. The precinct clerk will forward a copy of the job descriptions to the precinct attorney for review and comments to be returned by the next meeting if possible.

Jewell Hill Construction: Start up of construction is still waiting for the weather. A passage has been cleared to remove stumps and bring fill in.

Treasurer Boutin reported that the precinct's books are in good order. He needs to meet with M. Ferland to go over some stuff. Cash flow is good at this time.

Commissioner J. Goss informed R. Boutin that once the office changes are complete upstairs; all precinct paperwork, files and equipment has to be kept at the station. The clerk and treasurer will share the office and each will have locking file cabinets. Until the office is ready, R. Boutin will receive the voucher checks when he received the payroll information. All equipment and materials belonging to the precinct must be checked in and out of the station and cannot be out of the station longer than 24 hours. The West Ossipee Fire Precinct falls under the rules and regulations of a Village Precinct. J. Goss provided everyone with information he had received from the Local Government Center stating the laws regarding precinct property.

New Business: C. Huddleston reported that he and Chief Eldridge have checked with many agencies about a replacement/loaner engine for Engine 3. The Bulldog Company has the best engine to fit the department's needs. It's a 3 axle truck that is slightly smaller than Engine 3. It has passed a pump certification tests and has been refurbished in recent years. The cost to purchase is \$10,000. After reviewing everything that is available, it is felt this is the best value for the money. Money could come from the Capital Improvement Account and the Expendable Trust.

Most of the equipment from Engine 3 will fit on this engine and it has a five-man cab. Center Ossipee Fire Department has offered a place to store Engine 3 if/when it is put out of service. C. Huddleston highly recommends storing it at Center Ossipee. Moisture problems at Station 3 would cause the equipment to deteriorate. He estimated it would cost about \$500 to retrofit radios, lights and other equipment on a loaner/replacement engine. The company will provide all the maintenance records. The engine has a 5 speed manual transmission.

C. Huddleston reported that the Auburn, NH engine, available as a loaner, could be called back by the Auburn Department if they needed it. This would leave West Ossipee without an engine. The Auburn Department isn't looking to sell the engine for another couple of years.

J. Goss said since buying an engine was not presented to the taxpayers at the January Precinct meeting, he's reluctant to buy an engine this year. He would like to get documentation together comparing the cost of the repairs to Engine 3 and purchasing the engine from Bulldog. He would like this information made available to the taxpayers before making a final decision. The information will be made available on the Town website. Notice of the information will be put in the paper directing the taxpayers to the website. The information needs to be on the website by March 16 or 17 so Precinct taxpayers may attend the March 21st Commissioners Meeting to ask questions.

Leasing an engine until Engine 3 is replaced is not a viable option due to extreme costs.

The rescue truck has been inspected and is fine. The tower truck is the next piece of equipment going in for inspection. Other than adjustments to the tower controls it should pass inspection without problems.

J. Goss asked C. Huddleston or Chief Eldridge to check into the invoice from Cross Way Repair for work done on the Town forestry truck. The invoice needed to be paid by the Town Forestry office.

J. Goss asked if any information was available on starting up the Junior Firefighter Program. C. Huddleston did not know, but he'd check with Chief Eldridge.

The upstairs office for the Precinct Clerk and Precinct Treasurer is in progress. Two fireproof file cabinets are needed for this space. Chief Eldridge needs to check with Concord to see what's available. Ted Call also knows of a source in Portsmouth.

C. Huddleston reported that in the last two weeks there have been two funerals for area firefighters. They were well attended.

J. Goss said he has heard that some department members were unhappy with how the Commission is running the precinct. These members need to come to the commissioners' meetings and voice their concerns so the issues can be resolved. There are a lot of things going on due to the change from a volunteer department to a pay-per-call department. There are now new rules the Precinct must follow. To make these changes happen more smoothly, the members, the officers and the commissioners must work together. C. Huddleston stated that meetings and call outs are better attended. Even though we're having growing pains, he feels that once the changes are made it will be a much better place to work. Jobs will be defined and everything will run smoother. Already members are stepping up and resolving issues as they happen. Now that policies and procedures are being put in place, there are guidelines to follow to resolve issues before they get out of hand.

At 10:50am, a motion was made to go into a Non Public Session; passed 2-0

At 11:15 am, J. Goss reopened the Public Session; motion made and passed 2-0.

Additional New Business: J. Goss stated that information provided by Local Government Center stated that the precinct needs a fire proof facility for records. This can be a safe or build a fire proof, vented vault within a precinct building. To build a room would be less expensive. The room would have to be lockable. It should be on an outside wall and a room about 6 feet square should be suitable. It could be worked into the construction at Jewell Hill. Local Government Center can provide specifications to build the room.

C. Huddleston reported that a new mandate compliant chainsaw has been purchased. J. Goss said with the positive cash flow the precinct should purchase the second chainsaw as soon as possible.

Propane bids have not yet come in and will be addressed at the March 21st meeting.

J. Goss would like a response sent to the Town Selectmen addressing an editorial that was this week's Carroll County Independent. The editorial addressed consolidating the three fire precincts and that the MRI Company would be contracted to do the study. When the selectmen had discussed this in the past with the precincts, it was asked and agreed upon that the MRI Company would not be used to do the study. The letter should state the objection to MRI doing the study and the amount the study is costing the Town. J. Goss also wants the Selectmen to read the letter of objection before the town meeting assembly. It should also include the recommendation that the town meetings should be conducted on Saturdays, as opposed to the present weeknight meeting, so more taxpayers can attend.

A motion was made to send a letter to the Town objecting to MRI conducting a study to consolidate the three fire precincts and the cost of the study, to have the letter read before the Town Meeting assembly, and recommend that Town Meeting be held on a Saturday. Passed 2-0.

C. Huddleston wanted the Commission to be aware that it is believed that Medstar has not been in compliance of their contract with the Town. There have been incidences when an ambulance was needed and Medstar was not able to provide one. He believes that Medstar is supposed to have two ambulances available to the Town, but he would need to check the contract. The department has had to call Tamworth for ambulance transport on more than one occasion.

Glenn Tucker reported that the water should be back on at the station today.

A motion was made to adjourn the meeting; passed 2-0.

The meeting was adjourned at 11:35am.

Minutes Approved _____
Date

Commissioner Joseph Goss

Commissioner Henry Ela

Commissioner Paul Jay