

West Ossipee Fire Commissioners Meeting
Wednesday, February 15, 2010
West Ossipee Central Station

Commissioners Present: Henry Ela, Paul Jay and Roger Tice

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

Minutes Taken By: Heather Wrigley, Clerk

Commissioner Ela called the meeting to order at 6:01 pm.

The purpose of the meeting was to go over the air pack purchase request and to move forward in a timely fashion in order to save money before the prices increase. Chief Eldridge presented the results of an evaluation of the firefighters testing of each of the vendor's air packs. The firefighters chose Scott air packs over the other choice.

Chief Eldridge presented a purchase order to the commissioner's for the new Scott air packs. Scott's presentation is for all new equipment and one spare bottle or each unit. This would be an entirely new system.

Chief Eldridge presented a second purchase order to the commissioner's for custom made identifiers for the packs. These will consist of two bands for each pack identifying it as West Ossipee's equipment.

Chief Eldridge presented a third purchase order to the commissioner's for an upright compressor for Jewell Hill station. It is a 60-gallon air compressor. The price on the purchase order included delivery.

Chief Eldridge presented a comparison chart for the "old plans" and "new plans" for the Telephone/Cable/Internet Services and the Cell Phone Service. Mellisa negotiated new plans with the vendors and saved the department over \$2,000 over the next year. Chief Eldridge asked the commissioners that if they have any questions about any personnel that they please go through the chain of command and inquire with him directly.

Chief Eldridge presented the commissioner's with three new standard operating procedures. They are policy #2010-01 Personnel Performance Evaluation, policy #2010-02 Training & Education Work Commitment and policy #2010-03 Personnel Participation Requirement. These are rough drafts for the commissioner's to read and review.

Chief Eldridge also presented the commissioner's with two revised job descriptions for the job of Lieutenant. There are currently three very good, very qualified lieutenants on the department. The first new proposed job description is going to be titled Lieutenant – Fire/EMS and the second proposed job description is going to be titled Lieutenant – Fire. They are both for policy #2009-004.04. The EMS Lieutenant will focus more on EMS and keeping up with the EMS requirements. The Fire Lieutenant will focus more on the fire equipment presentations and purchases.

Commissioners Henry Ela, Paul Jay and Roger Tice signed the three purchase orders for the Scott air packs, Identifier Tags and the Air Compressor, so the purchases can take place.

Chief Eldridge gave the commissioner's an update on the rescue truck. The firefighters we going to the second call of the day a few days ago and the rescue wouldn't start, it was dead. They discovered three dead batteries. It was also discovered later in the day that the cable also needed to be replaced. The replacement of the cable was completed by the firefighters and saved the department the cost of a service call.

Commissioner Tice presented the commissioner's with a Reimbursement form to be used for any purchase where an individual spends his/her own money to purchase anything and needs reimbursement or for reimbursement of any personal mileage on a personal vehicle.

Commissioner Tice also requested that the board consider reducing the price that the department reimburses per mile on the personal vehicles. There will be further discussion about the mileage rate at a later time.

Commissioner Jay made a motion to approve the reimbursement form that was presented and that there be an S.O.P. created to put the form into procedure, Commissioner Tice seconded; motion was approved 3 – 0.

Chief Eldridge updated the Commissioners on the progress that was being made with obtaining the heating and electrical upgrades that were proposed.

Commissioners agreed to allow the Poseidon Compressor to be moved to the Jewell Hill Station per Chief Eldridge's request.

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

Meeting adjourned at 7:03 pm

Approved On: _____

Commissioner Henry Ela, Chairman

Commissioner Paul Jay

Commissioner Roger Tice