

Spofford Fire District Commissioners Meeting Minutes

Meeting was held August 21, 2017 at 6:35pm at the Spofford Fire Station. In attendance: Dave Thomas, Chris Babcock, David Jordan, Michael Fuller, Steve Dumont and Cathy Schlichting.

1. Minutes from July 17, 2017 Commissioners meeting were read and approved.
2. Unpaid bills were reviewed and approved for payment.

3. Old Business

- a. Tax Exempt Status: Waiting for IRS reply
- b. Fire Pond: Frank will be here to finish the project within the next two weeks
- c. Heating/Cooling System Upgrade: Gassett Energy has been working on the new system. The boilers are in and plumbed. Waiting for electrical.
- d. Clean File Room: Still more to do.
- e. Grants: Chris reported that it looks like 1 Spofford and 1 Regional application have been awarded. It could take 2 to 4 weeks to get the official verification. It may take until January 2018 to be finalized.
- f. Rental Policy: The revised policy was approved and signed.
- g. Purchasing Policy: The revised policy was approved and signed.
- h. Precinct vs Department Need Policy: Chris has been working with Margaret Byrnes, Staff Attorney at the NH Municipal Association, to develop process for moving forward. Review and discussion for next meeting.
- i. Trucks and Flag Pole Area: The Town has placed large stones on the periphery of the grass area to keep large trucks from creating ruts in the area.
- j. Government census: Done
- k. Clerk/Treasurer Payroll: Chris proposed that Cathy would receive her full stipend for 2017. Going forward the Clerk would receive \$50 per month and the Treasurer would receive \$100 a month. Dave Thomas seconded the proposal and it passed.
- l. Clerk Position: Chris proposed that Melissa Jordan be appointed to finish 2017 in the Clerk Position. David J Jordan recused himself from the vote. Dave Thomas seconded the appointment and it was passed. Melissa will come to the next meeting to begin her appointment.

4. New Business

- * Chris has completed the Workers Comp audit.
- * Mike and Chris will work on getting the defibrillator batteries replaced.
- * There has been a mouse issue in the station. David Jordan got quotes from Keene Pest, JP and Terminex. A discussion of costs and terms took place and Chris made a motion to hire Terminex for 1 year. David Jordan seconded the motion. Vote was affirmative. David will contact Terminex to have the work done.
- * Mike has ordered gear and boots to bring all members into compliance.
- * The annual service to the generator has been completed.
- * Mike has rescheduled the flow test.
- * The instructors for the Firefighter I course that is being held at the station have expressed their appreciation for the facility for training purposes. More classes will be held here.
- * Mike has proposed Mike Wiggin and Steve Buckley for state recognition for their years of service to the District and the Department. Chesterfield has submitted Rick Gauthier, Will Vogeley and Steve Bevis. The event is September 25th in Concord at the NH Fire Academy. Please let Mike know if you would like to go.
- * Mike reported that the Department Second Lieutenant has stepped down. He has proposed appointing Joey Babcock for a 6 month probationary period.
- * An Emergency Vehicle Operator class is being held at the Chesterfield station August 29th to September 10th.

Next Commissioners Meeting will be Monday, September 18, 2017 at the Fire Station at 6:30pm.

Meeting was adjourned at 8:00pm.

Respectfully submitted,
Catherine H. Schlichting ~ Clerk/Treasurer