

# Spofford Fire District Commissioners Meeting Minutes

Meeting was held July 17, 2017 at 6:41pm at the Spofford Fire Station. In attendance: Chris Babcock, David Jordan, Michael Fuller, Tom Green, Tom Davoli, Mike Martineau and Cathy Schlichting. Meeting opening was delayed from posted 6pm start time due to a Rescue Call that took Chief Fuller and Commissioner David Jordan away from the station.

1. Minutes from June 19 Commissioners meeting were read and approved with one correction.
2. Unpaid bills were reviewed and approved for payment.

### 3. Old Business

- a. Tax Exempt Status: Waiting for response from the IRS
- b. Fire Pond: Still waiting for Frank to finish another project
- c. Geothermal: Gasset Energy has been working on the new system. He anticipates being done by the end of next week. L&G Propane has completed setting the tank.
- d. Clean File Room: Still more to do.
- e. Grants: Nothing new. Still waiting for news.
- f. Rental Policy: Chris presented the most recent draft. Mike asked about members usage of the building. An addition will be made to indicate that members can use the facility at no charge. Chris made a motion to approve the policy with the addition. David seconded and the policy will be signed and adopted at the next meeting.
- g. Insurance: Tom Green from GIA reviewed the policies and explained that the real difference was in the way the information was presented, not in the actual coverage. He left detailed information showing where coverage specifics could be found. He also left claim forms.
- h. Treasurer: After discussing the information obtained from State and the RSA, Chris made a motion for Cathy to remain as Treasurer and for the District to post a request for applicants to take over being the Clerk. David seconded the motion. Chris will take care of posting the notices.  
Purchasing Policy: Review and discussion. Chris moved to accept with adjustments. David seconded.
- i. Final draft will be signed at the next meeting.
- j. Precinct vs Department Need Policy: Need more information. Discussion to be continued at next meeting.

### 4. New Business

- \* Chris presented information about the NH Municipal Association and proposed that the District join at a cost of \$536. He spoke to the fact that there are many workshops available to members as well as legal advise and assistance. David seconded the motion. Chris will let Cathy know when there is an invoice to be paid.
- \* Cathy was instructed to request \$125,000 from the Town to cover the Bond/Interest payments.
- \* Mike has received a request from the Dept of Commerce for the District to complete the Census of Governments form. This paperwork will be given to the Chair to complete.
- \* Mike and Chris will be working on getting the Firefighter Physical information to the Clinic
- \* David indicated that the wheel chocks that are being used for 29Engine1 are not sufficient for the job. Twin State has the appropriate ones. Tom will go by and pick them up since we have an account with them.

- \* Mike has made arrangements for the members who need to have gear replaced to be sized. Once the sizing has been done he will look at the expense based on how much is needed immediately.
- \* The Firefighter I class will be held at the Station in August.
- \* Mike purchased 54 new padded chairs with a rolling cart from the KSC Surplus Sale to replace the meeting room chairs. The purchase was made in memory of his mother, Cora Fuller. The current chairs will be checked over and the ones in disrepair will be disposed of and the good ones will be kept for use at the breakfast and other events.
- \* Chris will be contacting Personal Touch Yard Care to come and clean the bank area behind the station.
- \* Chris is working with Emergency Vehicle Repair of VT to service the pumps on the engine and tanker at a cost of \$250 per vehicle. If repairs are needed a quote will be generated for approval before they are done. Pump testing may also be done at cost of \$250 per vehicle. For now we are focusing on the pump service and any potential repairs before considering the testing. We are hoping to schedule him for same time Chesterfield does theirs around September.
- \* Tom Davoli reported that the area by the flagpole has been dug up by the trucks from Ames Performance cutting the corner too close. Mike will contact Chris at the Highway Department to inquire about stones to line the area and also with KSC to see if they have any granite posts available.

Next Commissioners Meeting will be Monday, August 21st at the Fire Station at 6:30pm.

Meeting was adjourned at 7:58pm.

Respectfully submitted,

Catherine H. Schlichting ~ Clerk/Treasurer