

Westfield Fire and Rescue District

Regular Meeting
November 16, 2015

Trustee Thombs called the meeting to order at 6:30 PM. Roll call: Likley- aye, Schmidt- aye, Thombs- aye.

Trustee Likley swears in the new WFRD Emergency Responders, Debbie Haumesser and Sanid Heishman.

Chief's Report

- Payment rates of WFRD employees were provided to the Trustees. Likley appreciated having the break down rates of runs, training, raises and different classifications. Schmidt asked what the daytime staff responsibilities are when they are not on calls. The Chief explained that they are assigned tasks such as equipment checks, inventory, and cleaning choirs.

Thombs makes a motion to accept the memorandum of salaries provided by Chief Fletcher on November 16, 2015 as payment and payroll documentation; seconded by Likley. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Comments from the floor- none

Likley makes a motion to accept the November 2, 2015 meeting minutes as submitted; seconded by Thombs. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.

Old business

- Trustees will look over the insurance payments to Guilford on December 7th.
- Chief's staffing budget will need about \$6,000 additional for this year for a total of \$41,000.
- WFRD will still owe \$198,000 for the truck. Chief will provide an invoice and will also communicate with the insurance company about a date for the truck to be done and the rental amount.
- OBMV Records-need to be mailed out and Zweifel has the forms (by December 7th)
- Records retention schedule done by December 7th

Fire Department

- ✓ Finalizing of property.
- ✓ WFRD putting together a list of wants and needs

Announcements

December 5, 2015- Breakfast with Santa from 10-2:00 PM

December 7, 2015- WFRD regular meeting at 6:00 PM

Fiscal Officer's Report

Westfield Fire and Rescue District

- Pumper truck #162-1 repairs- about \$10,000 and will need additional appropriations. \$4500.00 is remaining as of September 21st
- Fire Truck Repair Services- There are \$11,356.51 amount on invoices but the check was written for \$2,238.00. Zweifel will look into this mistake.

Likley makes a motion to accept the payment of \$14,842.32 and with the correction of the check in the amount of \$2,238.00 not being paid until mistake is corrected; seconded by Schmidt.

Discussion: contact the Truck Repair Services that payment is coming

Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

- Fund Status in the amount of \$181,391.53
- Supplemental Appropriations- From contingencies #1000-930-930-0000 in the amount of \$10,000 to #1000-220-323-1621 for truck repair payments

Likley makes a motion to accept the supplemental appropriation of \$10,000 as submitted; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Thombs makes a motion to pay the Fire Truck Repair Services in the amount of \$11,356.51; seconded by Schmidt.

Discussion-not available for signatures at this time but approved and trustees will come into the town hall to sign so there is no need for a special meeting. The total payment of bills is \$14,842.32 for November 16, 2015.

Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Thombs makes a motion to adjourn; seconded by Schmidt. All said aye.

Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: _____

Trustee William Thombs

Trustee James Likley

Trustees Michael Schmidt

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