

Meeting Minutes for Weare Board of Fire Wards September 12, 2022 - Draft

Call to Order

A regular monthly meeting of the Weare Board of Fire Wards was held on September 12th, 2022, at the Safety Complex. The meeting began at 1802. Wayne Meattey joined at 1603.

Attendees

Members: Bob Richards (chief), David Hewey, Sr., Louisa Erf, Leah Cushman, Steve Roberts (chair), Wayne Meattey, Killian Donnelly

Guests: George Merrill

Absent: None

Correspondence

Chief Richards received correspondence that he was put in for the committee of merit at the fire marshall's office and fire academy.

Old Business

a) George Merrill, GWMM Capital & Holding, Inc. M406/L51/SL3, 1015 River Rd

George Merrill approached the podium to discuss his agenda item. Stated that beginning in 2002, the concern was that a broken cistern needed to be repaired on the 4th lot of a subdivision which he was interested in purchasing. He later purchased the lot and discovered it is the third lot. The cistern was never operational. The Board of Fire Wards at that time wanted him to fix it because he was the fourth lot, but his lot is third lot, and thus that is not his responsibility. He agreed to sprinkle the house because of the driveway, which was conditionally approved contingent upon the house having a sprinkler system. He would like the minutes to reflect that it is not necessary for him to have the cistern fixed.

Chairman Roberts wanted to understand what it means for the third lot. The lot in question is lot is 51.3 – the third lot. How many lots were in the subdivision? George Merrill stated there were 5 lots, two more beyond his. Chairman Roberts asked how many houses have been built? George Merrill replied that two had been built. Chairman Roberts said he was clarifying whether his is third lot or third house to be built. Chairman Roberts referenced the Board of Fire Wards minutes from July 9th 2014 that state that in 2007 George Merrill approved for a driveway permit conditionally upon having the cistern repaired by Bill Boisvert, and the house would having sprinklers installed. Since that conditional approval was given the minutes stated that since the fire pond was not repaired, the driveway had not been extended and the house was not built. The question at that time was whether the old driveway permit should stand or if Mr. Merrill should have to submit to current regulations. The item was tabled at that time to collect further information. The minutes from that meeting went on to state that George Merrill had at that time discovered his lot did not trigger the cistern requirement, being the third lot in the subdivision.

Chairman Roberts reiterated that the driveway approval per the minutes was contingent upon having the cistern repaired and the house sprinkled. Chairman Roberts referenced Weare Board of Fire Wards minutes from a meeting dated July 9, 2007 which stated that George Merrill came in to discuss Bill Boisvert's lot 406-

51.3 on River Rd. He was interested in purchasing the lot at that time with a driveway approximately 800 feet long in an approved subdivision. The minutes stated Bill Boisvert would will need to repair the standpipe at the fire pond and would need to install a sprinkler system in the house. The minutes reflected that Bob Richards would be willing to work with Bill Boisvert to get the stand pipe working again. The turning radius for the driveway would be approved by AHA authority. Chairman Roberts stated there is nothing in the minutes about a vote being taken on the matter.

George Merrill said the board was going to look into it, and that's why no vote was taken, and that repeatedly over the years in trying to resolve the issue, that is what has happened. He wants to not have to worry about the fire pond for himself or whoever buys the lot from him.

Chairman Roberts referenced Planning Board meeting minutes from July 11 2013, which stated George Merrill was requesting permission to extend a driveway at 1015 River Rd, which would have a grade of 19% which is over the town requirement of 10%, and that he is in process of adding fill to bring the grade down. The board at that meeting reviewed the timeline of events from the beginning and were granted permission by George Merrill to conduct a site walk scheduled for July 25,2013 at 6pm. The matter was continued until July 25th, 2013.

Chairman Roberts referenced July 25, 2013 Planning Board minutes reviewing the site walk and a letter received from town council. George Merrill was asked by a board member why he couldn't build somewhere else on the lot? The minutes state that George Merrill said that the location was the most attractive and feasible place, and if a house were to be built in the lower section of the property it would will be devalued because there would be no view, and would be difficult to sell. The Planning Board asked for something to show it couldn't be built there. It was suggested that George Merrill should either relocate the house or relocate the driveway. The matter was continued until a later date.

Chairman Roberts referenced Planning Board minutes from August 8, 2013 which stated that the Board met with town council and determined that a building permit cannot be granted for a building to be built on an easement not shown on an approved plan. The approved plan did not show an easement. The minutes stated that the only way to build was to create new subdivision, or have the applicant go to the Board of Selectmen to have the driveway approved as a private road. There still was the issue of not meeting the grade allowance of 10%. Variances would be needed from the Zoning Board for hardship and for an appeal to the administrative decision for the Planning Board not issuing a building permit. The minutes noted that the issue was denied 10 years prior and so should not be considered unless new information was presented.

Chairman Roberts noted that the building permit would not be issued unless the Planning Board, the Zoning Board, and the Board of Fire Wards approved the driveway, and if anything had changed since then.

George Merrill then said that the biggest issue is it never went through the town as being a shared driveway, that the town attorney issued a statement in writing what he had to do. The first was for the town to declare an RSA that allowed the driveway to be built despite the grade. He stated that several members of previous Boards of Firewards including Fire Chiefs have seen it, and the 19% grade is no longer there. He stated that the second requirement was to have the adjacent lot owner sign a shared driveway maintenance agreement. Mr. Merrill stated that in his deed it is stated that he has the right to use the driveway.

George Merrill said he is only before the Board of Fire Wards to deal with the fire pond requirement and that the Planning Board and shared driveway agreement with the neighbor is a different issue. The neighbors do

not want anyone to build or use the driveway, and are refusing to sign an agreement. George Merrill has been told that it is a civil issue, and that he has to take the matter to court for resolution.

Killian Donnelly said it sounds like the Board of Fire Wards may simply vote on waiving the requirement for George Merrill to have the fire pond repaired.

Chairman Roberts said he looked at the driveway from 2013, and that it appears the discussion in 2007 was that it's a long driveway and very steep. He referenced the minutes from the Board of Fire Wards from July 9, 2007 again. He speculated that Bill Boisvert was responsible because he was the owner at the time, and that George Merrill attended the meeting to discuss as he was interested in purchasing. He said that the requirement for Bill Boisvert to fix the fire pond was a condition of the subdivision approval. He said that another condition of the subdivision approval was to have a sprinkler system installed in the house. Chairman Roberts stated that it was put together that way because it was a condition of building on the lot. George Merrill stated that the conditions were put together that way because everyone thought his lot was the fourth lot.

Chairman Roberts stated that he didn't have anything that said that. George Merrill cited the July 9 2013 Weare Board of Fire Wards meeting minutes, in the second paragraph, that Steve Roberts moved to table the issue until they get more info. The minutes stated George Merrill was conditionally approved before because of the fire pond which still had not been fixed, and George Merrill recently discovered his lot was not the fourth in the subdivision. He stated that the issue had been tabled since that time. Chairman Roberts asked if George Merrill had come back to the Board after that meeting in 2013. George Merrill stated that he had not until this year.

Killian Donnelly recapped the situation and stated the condition to repair fire pond from requirements for a driveway permit simply needs to be removed.

Leah Cushman moved to remove the condition to require the fire pond be fixed to allow for a driveway for lot 406-51.3.

Louisa Erf asked if George Merrill has adjusted the grade. George Merrill stated he did adjust the grade and lengthened and widened the driveway to meet the turning radius requirement and get closer to the grade requirement of 10%. Chairman Roberts asked if the grade met the requirement now. George Merrill stated it does not but that's why the sprinkler requirement is there. Chairman Roberts asked to see a plan for the driveway grade. Killian Donnelly remarked that the applicant is willing to put a sprinkler system in the house. Wayne Meattay noted that the issue has been mostly resolved. Leah Cushman stated it sounds like to go forward the requirement for the fire pond to be repaired needs to be removed and reflected in the minutes. Then George Merrill could take the next step. George Merrill said the only thing standing in the way after the cistern repair requirement is the maintenance agreement. Killian Donnelly clarified that the fire pond requirement is the only thing he needs from us.

Chairman Roberts asked if we are saying he does not have to sprinkle the house. Leah Cushman offered to amend the motion. Louisa Erf stated that that is a requirement by the Planning Board. George Merrill stated he will put it in the deed that the house must be sprinkled. He went on to discuss his issues with having a septic system designed, and that the approval is expired and he would just have to have the septic design approval extended with the state. He said everything had been inspected, but the town did nothing to have Bill Boisvert fix the fire pond.

Chief Richards asked if the town ever accepted the fire pond? Mr. Merrill stated that he believes it was accepted, and it's in the deed, and the town has a right to maintain it. At one point the Fire Dept. went and tried to pump it and it wouldn't work. Chief Richards explained that the strainer was fixed but someone filled it full of rocks after that. He recalled the strainer worked fine prior to that and that vandals went in and took off the cap and filled it with rocks.

Chairman Roberts stated he didn't see any approvals or mention of the sprinkler system. He wants to clarify that if our motion states that there is no sprinkler system required then we have no teeth to ensure it's done. He referenced July 9 2007 minutes that a sprinkler system would be required.

Leah Cushman retracted her motion.

Killian Donnelly moved that driveway approval for George Merrill for lot 406-51.3 be permitted conditioned upon the house being built on the lot has a sprinkler system and there is no requirement to repair the fire pond. Leah Cushman seconded.

Vote: 6 in favor, 1 opposed, and 0 abstained.

b) Hose Testing

Chief Richards discussed pricing on hose testing. He said it is going to wait until next year because rescue tools were not serviced last year. He approved testing for that.

c) Protective Clothing

Chief Richards reported that there is an open purchase order for protective clothing, which will take between 5-7 months to get it. The money is incumbent from last year, so the funds are available until December.

d) Tanker

Chief Richards discussed the tanker that has a problem with the pump. He contacted Perkins and they found damage in the pump. They took it back to shop and took it apart and repaired it. The truck is back in service and the town is waiting on a bill.

e) Shift Policy

Leah Cushman asked to revisit the policy for filling open staff shifts. She asked if there is a policy. Chief Richards said he could not find a policy. Louisa Erf asked if there is one central location for all the policies set by the Board of Fire Wards. Wayne Meattley said he stopped to see Beth in finance last week, and essentially, we operate under town personnel policy with a few deviations. Beth has copies of any separate policies. There were no policies that addressed open shifts specifically.

Louisa Erf said the fire station has never been full-time with only full-time members and call staff, so no policy that states "you must fill open shifts with a full-time staff member" exists. It may be in the contracts of full-time Fire Department members. The chief can mandate that another full-time employee take an open shift so shifts are always covered, but it doesn't have to be a full-time member. The department has never had the opportunity to fill open shifts with full-time fire dept. members because previously the department didn't have full-time members.

Chairman Roberts disagreed. It's not just because of the full-time members coming on. In 2010, the department attempted to get at least one paramedic on shift and one fire fighter/CDL driver. When the department couldn't, they made sure there were two EMS providers licensed for driving the ambulance. In hiring of full-time members they have requirements of the job which include to be driver, etc. of the

apparatus. He thinks that's like apples and oranges.

Louisa Erf clarified that she meant only qualified part-timers. If they need a CDL, put it in the policy. She stated she believes we need something that say this is the policy, this is how we are going to staff and fill shifts. So if the department needed to fill two shifts in the same day, if both members of the squad were out then there would need to be at least 2 qualified EMTs or someone with a CDL.

Chairman Roberts said that if the department has someone qualified available it's in their best interest to have them working. Louisa Erf agreed, and asked should open shifts be made available to everyone regardless of full-time or part-time employment status.

Leah Cushman stated yes from the taxpayer's perspective, the shifts should be made available to qualified part-time employees to avoid costing the town overtime pay. It's our job to ensure quality service at the best price. Louisa Erf said that it would not automatically go to the part-timers, it just would be open to them. The issues of dealing with scheduling would be dealt with within the department. Chairman Roberts suggested the Board start by establishing what the minimum requirements are for staff and stick by that, no matter who it is.

Wayne Meattey found an email with a staffing policy of the town and will forward to the board members. He said that the current policies address substitutions for vacation and sick days, and the only thing that lacks a policy is overtime shifts. Killian Donnelly agreed with Chairman Roberts that there needs to be a minimum requirement for each shift. Wayne Meattey agreed and said the policy for substitutions states whoever is replacing a person who is out must be mutually qualified as approved by the fire chief.

Chairman Roberts raised concerns about firefighting and driving certifications.

Wayne Meattey stated that on the call side, everyone is signed off to drive an ambulance, there are very few CDL drivers. Louisa Erf said If there is a two-man team and the person out and the stand-in person is not a fire fighter but has a CDL, is that good enough?

Chairman Roberts said it's not good enough. If you have one person not certified and is a driver, then they stand outside and do nothing at a fire call. Or if one person is both they do both. There are standards of qualifications to meet. Call people should be as trained and certified as possible but it can't be mandated at all levels. The town has voted for this level of coverage and approved the money to pay for it. He stated since we have those minimum qualifications for full-time people then on-call people should meet those qualifications to fill a full-timer's shift.

Wayne Meattey agreed that whoever is filling that position must be mutually qualified, and currently it is. Chairman Roberts asked what is minimum to be a full-time employee? Wayne Meattey said it depends on the position. There is a difference between group I and II. Group I is emergency rescue technician. Group II is full-time firefighter. Group II requires CPAT, Group I does not. Currently that is the minimum qualification. Chairman Roberts stated he thinks that should be the minimum qualification.

Chief Richards stated that Kristina Houde has a draft policy for swapping shifts drafted in the last week that he can bring to the next Board meeting. One of issues is if there is an overtime shift that needs to be swapped, staff would swap the overtime shift. Is that shift ever going to get paid back in overtime? At this time, probably because there is so much of it but his concern is that overtime shifts should not be swapped, but should be "given back" and then the next available person should take that shift. It may result in being

outside the 48-hours allowable overtime. So that's another thing that needs to be addressed.

Chairman Roberts stated that if it involves anything to do with overtime or extra the town shall incur no costs according to the swap policy. Chief Richards agrees. Chairman Roberts said also that if someone accepts a shift for overtime they shouldn't swap it, and that should be in the policy. Louisa Erf stated that right now it's mandated. Chairman Richards read advice from another fire department that the policy should state that if an employee accepts an overtime shift it cannot be swapped, it must be given back and made available to the next eligible person. Chairman Roberts agreed and asked if you have mandated overtime and you don't want it can you give it away?

Wayne Meattey said yes you can give it away. If someone has an overtime shift they swap, but then come in and are sick or break their leg and can't work, what is to be done? Right now, the department can call someone and ask them to take their overtime shift. If no one can take it, how is it filled? There needs to be a policy to address that. Another thing is that we had a system that worked well, in which whoever worked the least amount of overtime hours was up next to take an open shift. Because of current staffing shortages the department knows when overtime shifts are coming. That works great for now, but what if someone else is out? Those two issues need to be addressed.

Chief Richards read more potential swap policy language and stated he will ask for overtime swap policies from other departments, and at the next meeting the options will be discussed further.

New Business

a) CDL Requirements

Chief Richards said that CDL certification has become more difficult. Wayne Meattey elaborated that in the past we would train our people, they would go to the DMV and take a written test and then hire a trooper to come out and do a pre-trip and road test. It was a cheap cost. The State of New Hampshire changed the rules. Now it is required that any CDL applicant go through a course before CDL testing. It costs around \$5000 to put someone through that. The Fire Department can't swallow the cost, and can't force that cost on prospective firefighters. There are options around it. The department or the town could become a training site. The DPW considered that option but it hasn't gone anywhere. The simplest thing the Board can do is remove the requirement of a CDL license for our drivers.

Chairman Roberts stated he has been through this before and talked extensively to DOT and the Municipal Association. The fire department is exempt from the CDL requirement for emergency vehicles, but when is a vehicle an emergency vehicle? Wayne Meattey stated a fire truck is an emergency vehicle.

Chairman Roberts asked if it is an emergency vehicle when it's not going to or returning from an emergency? The question may be answered when there is a crash and it goes to court. From a liability standpoint, the Board is better off requiring CDL. Having a third-party authorization of the CDL instead of the department saying that the person is qualified to drive is more protective against lawsuits. Otherwise, the department will have to deem that person qualified to drive.

Wayne Meattey said that Manchester, Nashua, and Concord fire departments do not require a CDL. The US Army doesn't require it. If you are properly trained and your supervisor signs you off, you're qualified. Anyone with a CDL, if driving a traditional truck, does not know how to drive a fire truck. You still must be trained and signed off by the chief regardless of CDL. Ultimately it comes down to training. Chairman Roberts asked if there is a complete program from classroom to licensure or any way to piece meal it?

Wayne Meattey said Weare Fire Department or the DPW can apply to become a training site. A curriculum is required. It could be videos, an online classroom, or another model with a certain number of hours. Then participants must have a certain number of hours of driving, take the written test, and take the road test. If he were to become a trainer, the town would then have to pay him overtime to train the participants 40 hours and it would still be very costly.

Steve Roberts asked what if you trained groups instead? Wayne Meattey replied that the department isn't going to hire a group of people at a time. They're going to end up needing to do it one by one. If we continue to require a CDL, it's going to make our department less attractive than another department that pays more and does not require a CDL. Recruitment and retention needs to be considered. Leah Cushman said the exemption exists for a reason, likely it is the hiring challenge. If it comes down to training in a fire truck regardless then the CDL is arbitrary. Chairman Roberts disagreed and believes the third-party certification is important for liability protection. Wayne Meattey said just because someone has a CDL doesn't mean they're qualified to drive the fire truck. Chief Richards said that the state DOT just hired a guy and all he is doing is CDL, and he will talk to him as he's coming to do a presentation on the 20th of October on CDL specifically.

Chairman Roberts said he heard and will check into whether Goffstown is doing a class. Louisa Erf said it's moot right now, no one needs a CDL. Chief Richards said T-Squared at UNH does trainings and he could check into that too, as well as reach out to Primex regarding insurance.

Wayne Meattey said our insurance doesn't require CDL. Louisa Erf said this is a long-term policy to think about. What are we going to do when prospective hires go to Manchester or Nashua because they don't need a CDL? There was further discussion about scenarios that require CDL and those that don't and the various rules to be able to do so. The issue will be revisited at a future meeting.

b) Negligent fee policy

Chief Richards discussed a new negligent fee policy that incorporates paramedic and intermediate intercepts. The existing ordinance from 2003 is still in effect. Chief Richards will update a draft policy. The reason the policy exists is, for example, if a motor vehicle accident results in the department bringing an engine and ambulance to the scene, and the police arrest the person for DWI, then the department came out to a call that does not require transport, and is out there with 5 people and 2 pieces of equipment and receives no compensation. The negligence piece is driving drunk, thus the driver should be responsible. A bill would go to the police department and be brought to court as part of prosecution. The process used to work very well. It would be given to finance and they'd make sure the bill got paid. Now it is not working so smoothly and needs some updating.

Chairman Roberts asked if we currently charge if we go to another town for an intercept. Chief Richards replied yes, but we need to raise the fee to match surrounding towns. That change will be brought to the Select Board.

c) Grant for Protective Clothing

Chief Richards discussed a volunteer fire assistance grant application that was sent out yesterday for protective clothing for brush fires, through the Bureau of Forest and Land Development. The department hadn't applied for it for a few years. It is a 50/50 cost share, and will be about \$800 for the department's cost if approved. It would provide PPE for 10 people.

d) Ambulance radios

Chief Richards discussed getting new radios for the ambulances. There is a new purchasing policy, and he has to search around and get more prices. He is happy with Viking Kenwood radios, which are half the cost of Motorola, and have good reviews. He knows what to buy, it's just matter of where from. Pricing from R&R Communication in Swanzey is about \$4,000 for the ambulance, and \$2,200 for portable radios. Chairman Roberts asked if there is money budgeted for that. Chief Richards said yes, it's all included in what was approved by the town.

e) Qualifications for New Fire Chief

Chairman Roberts discussed preliminary research he has done on fire chief position candidates. A warrant article must be submitted by the end of the year so the Board should start working on it determining what they are looking for. Also, the fire department's administrative person has resigned effective next Thursday. It's a part-time position. The department used to have a person doing it that was an EMT responder. When that changed, the last person was not a responder. The dual role position was lost. He continued that the last Chief's salary was about 65k per year with limited benefits as a part-time position, with earned time pro-rated for his hours. The question is what do we need to have? Between the two salaries, for the part-time chief and part-time administrator, it would be \$89,000, so perhaps the two positions could be combined. If the town were to go with a full-time chief then retirement pay would be about 30% plus other benefits, so that's something to consider. He has talked to a lot of full-time members at the department and they miss that the former chief was a third person available, not just as an administrator who worked with people, but also someone who went on calls as a responder. It is good to have a third person. His position was 30 hours per week. If we hire another person as chief part-time retired, they would have to meet the new requirements which are they can only work up to 25 hours per week. This will impede the ability to hire people with knowledge, ability, and experience. He presented a document with wage scales and salaries from surrounding towns. Chairman Roberts continued that before there was no data about part time chiefs because most chiefs were full-time, on-call, or stipend. It was determined that the town was underpaying the previous chief.

Chairman Roberts passed around a paper with costs from the NH Municipal Association. He also said he asked Naomi Bolton the town administrator to call around and ask questions of other departments to get more information. He said if we are limited to 25 hours we should consider going to full-time, and he would love to see the department get a paramedic as well so there would be the ability to provide that service if possible. Killian Donnelly said he agrees somewhat but also having someone with vision for keeping everything going on a positive flow is important.

Chairman Roberts said that a panel of area fire chiefs reviewed qualifications last time, and then interviewed the top 10 qualified applicants before sending the top three candidates to the Weare Board of Fire Wards for further interviews. This led to a dispute between the Board of Selectmen and Board of Fire Wards. After the fact, it was found it's in the Board of Fire Wards' authority to hire a Fire Chief. Perhaps a similar hiring process should be used for the next hire. It was a good experience doing the process in-house and saved money. He has seen some outside hiring that worked well and some that didn't. Another advantage of an internal hiring process is we know what we are looking for. He would like to see the Board try an internal hiring process. As a start, the question of what the Board is looking for regarding hours and pay needs to be answered.

Wayne Meattey said he doesn't see a need for a full-time chief. He is concerned about going to voters in

March and asking for \$130k for new chief, and being unable to hire until July. Next year it will be especially unpopular in town to request that much money for the position because he gets the general feeling that people are suffering financially. He said he does not feel a paramedic qualification is necessary as it drives the price up. Louisa Erf said we are not Manchester, Nashua, or Boston, we are a low volume town. The number of fire calls and structure fires that require those skills or medic level calls are low. A full-time paramedic-qualified fire chief is not necessary. The townspeople will vote it down. The job does not require that many hours per week.

Chief Roberts said that people who are tired of working shift work and are highly qualified are looking for a next step in challenge. It would get to a point that the town would have a lot to offer someone like that. Someone who has ideas and likes the challenge of putting them to the test. He said we may not have to pay huge money for someone motivated to come here. It is attractive in that the fire department is moving forward and the town is growing. There is a great crew of people. It's not all about the money a lot of times.

Killian Donnelly, Wayne Meattey, and Louisa Erf voiced disagreement with that, stating that salary is going to be the most important factor to candidates. Wayne Meattey said if the Board brings that kind of warrant article to the voters then there better be a plan B. Any paramedic coming in as a chief full-time will want \$100,000 a year salary.

Chairman Roberts said he's describing what would be good for the town to have. Wayne Meattey agreed it would be good to have, but we are talking about a \$30,000 budget increase the department isn't spending that in paramedic intercepts per year. Louisa Erf said there is a paramedic in another town who is unhappy because he is not using his paramedic skills but filling an administrator role instead, so he has gone to find other opportunities. Chairman Roberts said Weare could be the best of both worlds in because we have a smaller department and opportunity to use those skills. Louisa Erf said not for our volume and types of calls.

Killian Donnelly suggested the board members all write down what they think is best for the town for a chief and speak on it at the next meeting. Wayne Meattey added that the town cannot post a job opening until it is determined whether it will be a part-time or full-time position. Chairman Roberts said if voters don't approve, the town will have the current salary, and a possible administrative person. Should the two be combined? Do we need a separate person in office? Years ago, the position was a dual role. Now there is station coverage 24 hours per day so people can answer the phone. Does every full-time person have administrative duties?

Wayne Meattey said no, because part of the problem with that is you have a minimum of 4 people in the office, and that's not efficient. Chairman Roberts asked what if they all have specific roles? Wayne Meattey said that's a problem because what if someone calls on a Tuesday and has a question for someone else's role. He doesn't think a prospective chief will want to order dish soap and answer phones. Chairman Roberts said that the priority is to answer emergency calls. The issue will be further discussed at the next meeting.

Approval of Minutes

Killian Donnelly moved to approve the minutes from the Board of Fire Wards meeting dated August 8th, 2022. David Hewey seconded.

A spelling error in item c was noted.

Killian Donnelly amended the motion to approve the minutes from the Board of Fire Wards meeting dated with the correction to the spelling error on item C. David Hewey seconded.

Vote- 7 in favor, 0 opposed, 0 abstained.

Manifest

Motion: Killian Donnelly moved to approve the accounts payable manifest dated 9/15/2022 for the amount of \$10,524.42. David Hewey, Sr. seconded.

Vote- 7 in favor, 0 opposed, 0 abstained.

Andministrators Report

No items to present.

Non-public Session

A motion was made by Chairman Roberts to enter non-public session pursuant to RSA 91-A:3 II (a) and (c) at 1950. Killian Donnelly seconded. A roll call vote was taken. Wayne Meattley- yes. David Hewey- yes. Killian Donnelly- yes. Chairman Roberts- yes. Louisa Erf- yes. Bob Richards- yes. Leah Cushman- yes.

Adjournment

Motion by Killian Donnelly, seconded by Bob Richards to adjourn the meeting at 2005.

Vote- 7 in favor, 0 opposed, 0 abstained.