

Short -Term Rental Committee
Meeting Minutes
February 23, 2024

Members present:

Richard Gerken
Rob Jutton
Jeanie Forrester
Bronwen Donnelly
Carly Howie
Ann Butler
Jaime Irving

Staff present:

Angela LaBrecque
Genie Smith
Gary Pariseau

The meeting was called to order at 8:35 AM by Chairman Gerken.

Motion to approve the Feb 16, 2024 meeting minutes.

Jaime motion Ann seconded to approve the Feb 16, 2024 meeting minutes. Approved 5-0.

Gerken welcomed Gary Pariseau from the fire department.

Gary introduced himself and gave the fire department's input and submitted a document on recommendations of fire requirements (NFPA 1 and NFPA 101) for STR licensing. Discussed posting of address and license because of its importance to the fire department for emergencies and should be posted inside the house near the front door of the property. Discussed what a bedroom/sleeping area is, i.e., any room with a bunkbed, mattress etc., and 2 means of egress exiting to the outside. Discussed requirements for CO and smoke detectors in rental properties. Must ensure that the fire department and the existing ordinance do not conflict. Ensure that renewals of the fire inspections match the requirement for licensing.

Gary will develop a checklist for what a life safety checklist could look like and will come back to the committee for comparison to the ordinance. He'll also come with a recommendation of where address and license should be posted.

Committee agreed that the license will recommend a Knox Box as part of the life safety checklist but it will not be mandatory in order to get a license.

Reviewed changes made to the spreadsheet as it concerns the fire inspector input. Some will remain in progress until Gary comes back to the committee with the fire department draft checklist.

The next meeting will be on Friday, 3/1 at 8:30AM in the Annex.

The meeting adjourned at 9:45 AM.