

Short -Term Rental Committee  
Meeting Minutes  
April 12, 2024

Members present:

Bronwen Donnelly

David Thorpe

Ann Butler

Mike Pelczar

Jaime Irving

Richard Gerken

Staff present:

Angela LaBrecque

Stephanie Maltais

The meeting was called to order at 8:38 AM by Richard Gerken.

Moved, seconded the motion to approve the March 29, 2024 minutes as presented.

The Committee discussed the two software presentations from the 3/22 meeting. The Committee acknowledges that a software company is needed to facilitate...

Pelczar moved, Butler seconded to recommend Deckard as the preferred software company.

The committee reviewed the Fire Department checklist and supports the checklist with the following recommendations:

- Remove hard wired from smokes and Carbon monoxide line items
- The 60-minute response time be changed to 120 minutes.
- Add at the bottom of the checklist a good thru date, and this “good thru date” should be carried over to the application under Items to be Submitted with Application.

The committee reviewed the STR License application. Some formatting edits were made, and Jamie will make the edits and share the final product with the group in advance of the next meeting.

The committee reviewed the STR Operating Procedures draft produced by Dave and provided edits to be made. Dave will edit the document and share it with the group in advance of the next meeting.

The meeting adjourned at 9:50 AM.

The next meeting is Friday April 19<sup>th</sup> at 8:30am.