



NEW HAMPSHIRE ASSOCIATION OF FIRE CHIEFS, INC.

Working Together to Make a Difference

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Minutes of a Meeting of the NH Association of Fire Chiefs

Virtual - Thursday, January 8, 2026

The meeting was called to order at 0906 hours.

After a salute to the flag, a moment of silence was requested for departed members

Welcome from Host: n/a

INTRODUCTION OF MEMBERS. Attending members were polled by the Executive Director.

Special Guests: Congresswoman Goodlander's representative Nick Brown and Steve Pecora from Governor Ayotte's office

Minutes: A MOTION (Sitar/Gamache) to approve the minutes of the December meeting carried unanimously.

Treasurer's Report: The November/December reports will be available at the next meeting.

Communications: n/a

Applications for membership: ED Lemire stated that we have three (3) new applications that have been approved, Battalion Chief Ron Sebastian of Derry; Captain Nik McCulloch of Manchester and Deputy Chief Gregory Stetson of Tilton/Northfield.

Life Membership: n/a

President's Report: (Watkins) –

- He attended Chief Murray's retirement reception.
- He will be attending a meeting of the Five Families on January 16th, as well as the Traffic Safety Commission, which is scheduled for later that day.

Report of the Executive Director: (Lemire)

Committed to training, educating and certifying emergency and community responders to protect the citizens and visitors of New Hampshire

- The February 12 meeting will be at the NHFA for breakfast and seminar.
- The March 12 meeting will be hosted by the Barnstead Fire Department and feature a home-cooked corned beef and cabbage dinner.
- The April Annual Meeting will be at the Common Man in Plymouth on the 9th.
- REMINDER – The NHAFC will be the beneficiary of activities at the NASH January 23-27.
- Discussion ensued on our attendance at CFSI. Congress will not be in session at the time and questions were raised as to the benefit of our attendance.
- We received a \$50 donation from the Mitchell Municipal Group law firm.
- Ad book proceeds to date: Total: \$23,565.50 ; Vendor: \$16,495.50; Assn: \$7,069.50.

1st Vice President Report/Professional Development Committee - (Chief LaRoche

- The Professional Development Committee met December 18. It was a very productive meeting with homework for each member. They will be working over the next month with a final budget request being presented. The Chief of Pittsburg, PA will be the speaker at the Annual Meeting in April at the Common Man in Plymouth.

Government Relations – (Schmidt) –

- Discussion ensued on the thought of a work group to discuss the ambulance billing issues. Chris Stawacz has asked that we ensure that the data collection is complete and standardized. Chief Sitar added that the data collection will be the most important and we need to insure that the person reviewing costs is experienced in the issue.
- He also asked about producing an info sheet on lithium ion batteries.
- **Legislative Calendar** – We have included an updated legislative calendar below. The calendar includes the hearings which have been published in the most recent Senate calendar. It also includes the House hearing which are listed on the House website, but have not yet appeared in a printed House calendar. If there are changes to the House hearings, once they are included in a printed House calendar, we will let you know. There are several hearings I wanted to flag. None of the hearings happen prior to the Board call scheduled for 1/8. It may make sense to discuss options at that time. **SB 634** is similar to bills the Legislature has considered in the past. Generally, the bill enables communities to adopt a \$2 per occupancy (think hotel/motel/short term rental), per 24 hour period that would be placed in a fund to support local services. The bill will likely be opposed by the hospitality industry and other groups. NHMA will likely support it and we may be asked if NHAFC has a position. **SB 429** is a bill sponsored by Senator Prentiss. It requires trauma kits to be placed in public schools and provides funding for the kits. If there is consensus that this is a good idea, I can sign NHAFC in as supporting the

bill. If you prefer we stay out of it, that is also fine. Finally, **HB 1602** is scheduled for a hearing 1/20. This is the battery recycling bill. If NHAFC wanted to weigh in, we could provide testimony that details the challenges associated with fire created by lithium ion batteries, without taking a position on the rest of the specifics. Again, we can discuss further during the Board call next week.

2nd Vice President Report (D. Chamberlain) –

- The Scholarship Committee will meet virtually Monday, January 12 at 1300 hours.

Sgt. At Arms (Fraitzl) –

- He will be continuing to work with Chief Guarnera on saleables.
- The FST Commission will be meeting tomorrow morning at the NHFA.

Committee Reports

Scholarship Committee – (Marshal Toomey/Chief D. Chamberlain)

Division Reports

Fire Marshal: (Marshal Toomey)

ADMINISTRATION:

Fire Standards/Training/EMS – (Director Wholey)

Administration

Personnel

- We have internally promoted Donovan Sweeney as the new Program Specialist III (Education Technologist), effective December 26th.
- Justin Graham has accepted the offer to be the new full-time fire Captain position, effective January 9th.
- The waiver for a part-time Promotional Testing Program Coordinator has been approved, pending posting.
- We continue to work within the hiring process under Governor Ayotte's Executive Order to receive waivers for all other position vacancies.

Grants

- We have received notification of the grant award for the 2025 National Fire Academy grant.
- We have received notification of the grant award for the 2025 Homeland Security Grant for additional technical rescue equipment.
- Bureau personnel are in the process of gathering quotes for potential equipment purchases through the FEMA Grants.

Special Projects

- The Division is currently working through the contract process for the early detection cancer screening pilot program.
 - The contracts for the vendors have been signed and were approved by the G&C on December 17th.
 - We are developing a website dedicated to this program where eligible individuals can find information about the program.
- The Raymond S. Burton Fire and EMS Training Facility infrastructure project continues to move forward with completion of the project expected in Spring 2026.
 - The classroom renovations are expected this month.
 - Work continues on the 3-bay firehouse and drillyard.
- The *Law Enforcement Officers, Professional Firefighters, and Emergency Medical Technicians Career Development, Recruitment and Retention Program* established in New Hampshire RSA 188-F:70 remains active and available.
 - Emergency Service Dispatchers are also eligible for the program.
 - Program details: <https://www.fstems.dos.nh.gov/resources/recruitment-retention>

National Fire Academy

- *Supervising Emergency Medical Services* – Stratham – February 21 & 22
- *Incident Safety Officer* – Hudson – February 23 & 24
- *Decision Making for Initial Company Operations* – New Hampton – March 14 & 15
- If you would like to see a specific NFA program or host an NFA program at your department, please contact Captain Burns at Anthony.T.Burns@dos.nh.gov. The course call for FY 2027 will be open in the first quarter of 2026, and we would welcome your suggestions.

Legislative/Administrative Rules

- The 2026 Legislative Session is set to begin with over 1,073 Legislative Service Requests filed for the upcoming session. The Division is working with DOS Leadership to review and strategize for possible fire and EMS service impacts.
- The proposed Trauma Rules are working through the internal DOS process.
- Administrative Rules to make the full transition to ETA's and sunset the former process have been developed and are working through the internal DOS process for submission to JLCAR.

Outreach

- Captain Ingersoll attended the Twin State Mutual Aid meeting on December 17th.

Mental Health & Resiliency

- *2026 Mental Health & Wellness Seminar: Leadership and Resiliency for the Future* – Concord – January 13 & 14
- *Crisis Intervention Team (CIT) Training* – Concord – February 16 - 20

Curriculum

Firefighter

- The visiting committee meeting for December met to discuss the Hose & Streams, Forestry, Water Supply, Survival, Suppression, and Salvage & Overhaul modules. The committee voted to recommend the curriculum to the FSTC Curriculum Committee pending several final revisions.

- Development of Firefighter II will begin in February.

Fire Inspector

- Test bank item validation is underway for First Responder Inspector.

Driver-Operator

- The next Driver/Operator Visiting Committee meeting will be on January 14th to review the All Vehicles, Pumper, and Aerial programs.

Interfacility Transfer (Bureau of EMS)

- Captain Robblee and Rachel Larry are overseeing an EMS Visiting Committee to revise the IFT and PIFT training programs.
- The meeting on January 12th has been cancelled. The next meeting will be February 9th.

Future Program Development

- *Fire Officer (I & II)*. The new NFPA standards for Fire Officer Professional Qualifications (NFPA 1020) were released in January of 2025. The initial development of the curriculum is being drafted to present to a future visiting committee. The deadline for accreditation is January 2027.
- *Fire and Emergency Services Instructor (I, II, & III)*. The new NFPA standards for Instructor professional qualifications (NFPA 1020) were released in January of 2025. Development is planned to begin in the summer of 2026. The deadline for accreditation is January 2027.

Bureau of Firefighter Training

Courses/Programs

- Firefighter I & II
 - *Stratham (FF I & II)* – Graduated December 20, 2025
 - *Bethlehem (FF I & II)* – January 21 - June 28
 - *Spring Recruit School (FF I & II)* – March 30 - June 26
- Technical Rescue
 - *Ice Rescue Technician* – Holderness – February 7 & 8
 - *Ice Rescue Technician* – Raymond – February 21 & 22
 - *Ice Rescue Technician* – Canaan – February 28 & March 1
 - *Trench Rescue Technician* – Concord – May 26 - 29
 - *Confined Space Technician* – Concord – June 15 - 17
- Driver Operator
 - All inquiries for these programs should be directed to driveroperator@dos.nh.gov
- Hazardous Materials
 - Hazardous Materials Awareness is available: <https://www.nhfaemslearning.org/login/index.php>
- Airport Rescue Firefighting
 - Spring Live Fire Recertifications will begin in March: <https://www.fstems.dos.nh.gov/training-education/aircraft-rescue-firefighter-training>
- “On My Time” Program
 - We continue to offer guidance to departments participating in this program.
- Electric Vehicle Training Resources

- The links for the electric vehicle training resources may be found on the website: <https://www.fstems.dos.nh.gov/resources/firefighter-department-resources>

Apparatus/Equipment

- All of our pumping apparatus, other than Crash 5, have passed their annual pump tests. We are scheduling a pump test for Crash 5. All pumping apparatus will be serviced in January.
- Engine Three and Ladder One are out of service. Engine Three needs a tire to pass inspection (on order) and Ladder One will be undergoing its annual aerial inspection in January.
- All other apparatus and Fleet Vehicles are in service.

Facilities, Prop Usage and Projects

- The Hudson Fire Department was on campus December 8 - 11 participating in the IAFF Fireground Survival Train the Trainer.
- Repairs are being made to the lighting in and around the “B” Building and the Northwest side of the Drillyard.
- Our Bureau has started a comprehensive list of items to be repaired on the Drillyard and in the classrooms, to be addressed during the gap in classes during December and January.
- Parts have arrived to repair an out-of-service hydrant.
- We continue to support the Preceptor program – designed to mentor new instructors on delivering fire and EMS programs effectively – with three Instructor Workshops on FFI Search and Rescue delivered December 16, 17, and 18.

Bureau of Certification and Support

Courses/Programs

- Instructor I/II/III Programs
 - 2025 Instructor I/II/III Certifications Issued: 144
 - *Instructor I* – Concord – January 19 - February 16
 - *Instructor I* – Peterborough – March 3 - April 11
 - *Instructor I* – Bethlehem – April 6 - May 16
 - *Instructor II* – Virtual – March 24 - April 23
 - *Instructor III* – Virtual – May 4 - July 13
- Fire Officer I/II Programs
 - 2025 Fire Officer I/II Certifications Issued: 75
 - *Fire Officer I* – Concord – February 2 - March 30
 - *Fire Officer I* – Hampstead – April 2 - May 21
 - *Fire Officer II* – Virtual – November 18, 2025 - January 27, 2026
 - *Fire Officer II* – Virtual – May 6 - June 24
- Fire Inspector Programs – Pilot offerings of First Responder Inspector in the Spring:
 - 2025 Fire Inspector I/II Certifications Issued: 62
 - *First Responder Inspector* – Concord – March 26 - May 7
 - *First Responder Inspector* – Concord – June 4 - July 2
- Specialty Programs

- *Managing Disciplinary Challenges in the Fire Service with Curt Varone, JD, MS, EFO* – Concord – June 3 & 4

Education Technology

- Course catalog migration from WordPress to Drupal website is on hold while we wait for a migration solution.
- All classrooms are in full service. Upgrades for Classroom 5/6/7 are pending vendor quotes, including a new switching system. On-site vendor visit was December 30th.
- Moodle - Learning Management System 2025 Stats:
 - Course Enrollments: 12,079
 - Course Completions: 13,239
- 2025 Course Development & Project Progress Status:
 - Completed Projects/Modules: 9
 - In-Progress Projects/Modules: 15
 - Video production for FFI modules with Subject Matter Experts scheduled:
 - SCBA/PPE – Completed December 22nd
 - Fire Behavior (dollhouse burn) – Pending Reschedule

Instructors

- New State Fire Instructor applications are available on RespondNH.
- State Fire Instructor Statistics:
 - Active/Current New Hampshire State Fire Instructors: 241
 - 2025 Renewals: 165
 - 2025 New & Reinstated State Fire Instructors: 40
 - Active New State Fire Instructor Applications In-progress: 41

Testing & CPAT

- Monthly testing has more than doubled over 2025, climbing from 32 tests in January to a peak of 99 in July. We are now averaging 60 - 80 exams administered per month.
 - 71 exams were administered in December.
 - Monthly testing at the Concord campus is the 2nd Tuesday of every month, with Firefighter I physical exams on the following Saturday. Burton campus monthly testing is held on the 2nd Wednesday of March, June, September and December.
 - Submissions must be entered by the last day of the month prior to the month you wish to test: <https://www.fstems.dos.nh.gov/certification-testing/monthly-testing>
- 2025 CPAT stats: 288 tests administered, 213 tests passed (73.9%)
- There will be six CPAT dates in 2026. The first four tests are open for registration: <https://nhfa-ems.com/course/candidate-physical-ability-test/>
 - February 2 - Concord National Guard - Concord
 - April 28 - Merrill Fay Ice Arena - Laconia
 - June 23 - Merrill Fay Ice Arena - Laconia
 - August 6 - Merrill Fay Ice Arena - Laconia

- Department member assistance is needed for CPAT on testing days. Please confirm available personnel to assist with PC Nick Poulin at Nicholas.a.poulin@dos.nh.gov prior to the test date.

Bureau of Emergency Medical Services

Boards and Commissions

- The Medical Control Board will meet on January 15th at 0930.
- The Emergency Medical and Trauma Services Coordinating Board will meet on January 15th at 1300.
- The Trauma Medical Review Committee will meet on February 18th at 0930.
- The Privacy Committee will meet on February 25th at 1300.

Operations

- The section has seen an increase in provider licensing renewals due to the upcoming recertification and re-licensure periods.
- The state-level suspension of all out-of-state travel has impacted external responsibilities and created additional processes for vehicle inspections and Compliance-related investigations.
- Unit licensing closed on January 1, 2026. As of the current time, the status of the units in the State is as follows:
 - Licensed EMS Unit – 297
 - Successful Renewal – 283
 - Confirmed “Closure” of EMS Services (Discontinued) – 2
 - Confirmed “Non-Renewal” – 6
 - Out of State – 4
 - In-State (Restructure) – 2
 - Reinstate Expected – 4
 - Unknown – 3
- Educational Training Agencies (ETA) support and relicensing have been ongoing with no observed issues. Since inception, between all programs, we have seen an average of a 5% increase in NREMT pass rates across all levels of initial training.
 - The Administrative Packet for the application and licensing information can be found on the Division website:

<https://www.fstems.dos.nh.gov/licensing/eta-licensing>

Courses/Programs

- EMS Continuing Education and Simulation Education
 - *After the M.I.: EMS Response to Cardiac Cath Complications* – Virtual, January 15th
 - *The Subtle Symptoms of Cerebellar Stroke (Simulation)* – Concord, January 21st
 - *Diabetic Emergencies* – Concord, February 4th, and Virtual, February 19th
 - *The Subtle Symptoms of Cerebellar Stroke (Simulation)* – Bethlehem, February 14th
 - *The Subtle Symptoms of Cerebellar Stroke (Simulation)* – Keene, January 22nd
 - *Fast & Furious – Tachy-dysrhythmias of the Young & Old (Simulation)* – Concord, March 11th
 - *PHTLS (Pre-Hospital Trauma Life Support)* – Bethlehem, March 14th
 - *Fast & Furious – Tachy-dysrhythmias of the Young & Old (Simulation)* – Tamworth, March 26th

- EMS in the Warm Zone
 - Awareness and Operations courses are available free to students through our online training platform:
<https://www.nhfaemslearning.org/login/index.php>
 - The RTF Concepts class is a half-day, in-person training with grant funding opportunities available. Questions regarding the program should be directed to Shawn Croteau at Shawn.A.Croteau@dos.nh.gov.
 - *Rescue Task Force Concepts* – Bethlehem – February 16

Clinical Systems

- Work continues Version 10.0 Protocol Development.
- All EMS bulletins may be found on the website:
<https://www.fstems.dos.nh.gov/ems-systems/ems-bulletins>

Data Management

- The Data Management team continues to work closely with the Fire Marshal's office on the fire incident reporting system. Under the direction of the State of New Hampshire Fire Marshal, as of January 1, 2026, all fire response information shall be recorded using the National Emergency Response Information System (NERIS).
- For departments using NHESR, the Division's NHESR team continues to work with fire departments to assist with the transition. Questions may be directed to the NHESR@dos.nh.gov team.

Compliance

- There are currently 11 active investigations and ongoing cases.
- Approximately 125 investigations were completed in 2025.

Preparedness and Special Projects

- Staff continue to support AED, MIH, and IFT programs and outreach around the state. There are 14 current MIH programs in the state.

Fire Standards and Training Commission – (Chiefs Clark/Miller) – No report

Homeland Security and Emergency Management – (Director Buxton) – No report

Division of Emergency Services and Communications – (Director Doyle)

- Laconia facility update: Construction continues, on track and on budget; Radio tower delivery and pad construction completed;
- Genasys Emergency notification platform ([NH Alerts](#)) is up and running, If you are interested in becoming a POC for your community to use the ENS for local messaging, please let us know. The statewide ENS system is offered to local communities at no cost. For more information, reach out to Matt White, matthew.w.white@desc.nh.gov at DESC;

- Our Trainees are well into their training. We have 9 in the class with a rough timeline of the end of February when they'll complete their training;
- Community Events / school visits reminder – connect with our Public Outreach / Education Team for more info: Patrick Cavanaugh (603-271-6911), DESCPIO@dos.nh.gov;
- C.A.R.E.S. update is in full swing and completion is scheduled for the end of the month. Reach out to our CARES Team for more information or to include them in any outreach efforts in your community (DESCPIO@dos.nh.gov);
- ACEPS Meeting at Edward Cross NHNG Training Center on Dec 12;
- REMINDER of the Tuition Reimbursement Program which was extended to Dispatchers and Telecommunicators. Beginning with the Fall 2025 semester, public safety telecommunicators and dispatchers will be eligible to participate in the CCSNH Career Development, Recruitment, and Retention Program. This program supports first responders by providing reimbursement for tuition and required fees. For more information, see <https://www.ccsnh.edu/law-enforcement-officers-professional-firefighters-and-emergency-medical-technicians-career-development-recruitment-and-retention-program> Please pass this information along to your Dispatchers;
- Social Media / Public Education Updates:
In December, the Division used its social media channels (Facebook, Instagram, and X) to engage the public with a mix of seasonal content and agency highlights. Dash, the Division's elf on the shelf, returned in daily posts throughout the month, sharing important safety tips in a fun and festive way while helping to keep public safety messaging top of mind during the holiday season. We also continued to promote the work of our team, including spotlighting the Division's newest class of telecommunicators.
Throughout the month, the Division welcomed several new members to the team and recognized the dedication and professionalism of our staff. Social media was also used to highlight ongoing outreach and education efforts across the state, reinforcing our commitment to community engagement and public awareness. These platforms continue to be an important tool for engaging with the people of New Hampshire and promoting our mission of locating, communicating, and connecting people in an emergency with the help they need.
- Media events:



- 3rd Interoperability Roundtable discussion in Hillsborough County in November – received good feedback. Next one will be a combined Cheshire/Sullivan county discussion...date/location TBD. More info can be requested from Asst. Director Tim Scott at timothy.c.scott@desc.nh.gov
- Legislative update:

Bill Num	Title
HB 1055	Granting The State Board Of Education Rulemaking Authority Relative to Student Use Of Cell Phones and Personal Communication Devices In Schools.
HB 1129	Authorizing Superintendents or Their Designee to Allow Limited Use Of Personal Laptops and Tablets In Schools and Establishing That Such Use Is Exempted Under School Cell Phone Use Policies.
HB 1193	Naming A 911 Call Service Center In Laconia In Honor Of Bruce G. Cheney.
HB 1436	Relative to The Classification and Protection Of Personal Digital Information and Cloud-stored Files.
LSR 2493	Allowing The Department Of Education to Allocate Funds to Create A Database Of Maps Of Public Schools For Emergency Use Cases.
LSR 2638	Relative to The Enhanced 911 System Fund.
SB 423	Reestablishing The Commission to Study The Incidence Of Post-traumatic Stress Disorder In First Responders.
SB 537	Repealing The Authorization For The Public Utilities Commission to Approve Alternative Forms Of Regulation.

- Any questions, comments, concerns, please reach out...

E 911 Commission – (Chief Thomas) – No report.

Forests and Lands – (Chief Sherman) – No Report

NH Information Analysis Center – (James Heinz-liaison) –No report

Commission to study the Incidence of Post-Traumatic Stress Disorder in First Responders – (Chief Watkins) – No report

Board of Fire Control – (Chiefs Clark/Emanuel) – No report

NH Emergency Medical and Trauma Services Coord. Board – (Dep. Chief Paquette) – No report

National Volunteer Fire Council (NVFC) – (Chiefs E. Thomas/Cathy) – No report

EMS Trauma Medical Review Committee (Dep. Chief Clough) –

Meeting opened at 0930

1) Welcome/Membership

Item 1. – Chairperson Craig Clough term expires in March 2026. Will need renewal letter from NHAFC before then.

Item 2. – Still vacancies on TMRC for a neurosurgeon and Medical Examiner's Office as well NH Association of EMT's.

2) Approval of the minutes

A motion was made (Coelho/Marcotte) to approve the October 15, 2025 minutes as presented. All in favor, none opposed.

3) Bureau Reports

- a) The Division will be scaling back EMR and continuing education classes in 2026 due to staffing challenges.
- b) The Division received \$75,000 for the next two years related to OB training, and so 10 instructor position waivers have been approved to continue this program.
- c) Version 10.0 of the protocols are being worked on currently.
- d) Unit Licensing expirations are upcoming, with 83 pending and 54 units not initiating the process as of this meeting.
- e) There are 9 active investigations with compliance.
- f) A discussion was held on out of state transport following NH State protocols.

4) Subcommittee and Topic Reports

Item 1: Trauma Registry Sub-committee-Walter Trachim

- Walt has asked the group to come up with data points that the TMRC would like the Division to provide. Please contact Walt with ideas.
- The 2026 data dictionary revision and the next trauma plan will be provided for review and revisions. These will be voted on in February 2026.

Item 2. Coordinating Board Report- Joel Coelho

- Coordinating Board is also working on strategic goals for 2026.

Item 3. Medical Control Board Report- Tom Trimarco

- MCB met in November and reviewed current protocols slated for 9.3 and Version 10.0 later this year.

Item 4. Injury Prevention Report- Jim Esdon

- The Child Passenger Safety Program was accepted by the Office of Highway Safety and will be going before the Governor and Council on January 17, 2026.
- The Teen Driver Safety Program has also been accepted by the Office of Highway Safety, and will also go before the Governor and Council.
- A community forum related to firearm safety is being developed for early June 2026. This includes suicide prevention, safe storage and a firearm life plan.

Item 5. Hospital Designation Subcommittee- Eric Martin

- January 1, 2026 is the transition to all level ones, twos and threes going through the ACS process. Finalizing the level 4 checklist currently.
- The ACS is coming out with their recommendations for level 4 guidelines soon.

Item 6. Prehospital Subcommittee – Joel Coelho

- Chairman Clough stated he would like to see the prehospital subcommittee work on topics related to education such as Trauma Point of Entry, etc. to bring back to the next meeting to assist services with enhancing education and addressing the needs Statewide about appropriate usage of Air Medical, Point of Entry, etc.

Item 7. Regional Medical Operations Coordination Centers Update – Lisa Patterson

- The ACS is preparing the trauma system for large scale casualties and injuries, with numbers such as 1000 per day for 100 days being projected. The NH trauma system should be aware and prepare for this.
- A discussion was held on this topic and the impacts it would have on the NH trauma system.

6.) OLD BUSINESS

- None

7.) NEW BUSINESS

- **A motion was made (Marcotte/Martin) to accept the 2026 TMRC meeting schedule. All in favor, none opposed.**

8.) GOOD OF THE ORDER

9.) ADJOURNMENT

- Motion made (Levesque/Patterson) to adjourn the meeting at 1133 hours. All in favor, none opposed.
- Next Meeting is February 18, 2026

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Building Code Review Board – (Asst. Chief Pouliot/Chief Reinert) –
Chief Reinert submitted the following minutes of the BCRB:

Call to Order: The meeting, held in-person, (December 12) called to order at 10:03 am. A quorum was established.

Board Membership Status: Chair Sherman welcomed Lily Beyer as a full voting member, replacing Jeff Trexler, representing the Board of Professional Engineers – Structural.

Web base training, RSA Chapter 15-A: The board members will be receiving emails regarding completing the RSA 15-A forms, and web-based training.

Acceptance of Minutes: Motion to approve October 10, 2025, meeting minutes made by Med Kopczynski and seconded by Art Guadano. It was noted that Lily Beyer's name was misspelled and will be corrected. All in favor, none opposed. Motion carried without further discussion, and the minutes were accepted.

Appeal: Chair Sherman mentioned there is an appeal in process against the City of Claremont's building inspector. The appeal is on hold until March, which may lead to a resolution.

Additional Code Development: Chair Sherman reported he and Fire Marshal Toomey attended an advisory committee meeting, which included Rep. Erica Layon, who is now the chair of the House Executive Departments and Administration Committee replacing Rep. Carol McGuire.

IRC/IBC Scope: Mike Hagan discussed in detail the three and four unit dwellings, and which scope provisions it should be categorized under. It was decided these units be included under the IRC and an amendment is being created. Egress, sprinklers, and affordability were considered. Chair Sherman mentioned that the Department of Safety will oppose the bill permitting sprinklers to be omitted from these buildings, therefore potential amendments will be based on sprinklered buildings. No action taken, discussion only.

Model Code errata: HR1159 is the bill that will update the state building code to the 2024 ICC codes except for the energy code along with various amendments. Language is included permitting model code errata to go into effect after BCRB approval.

Open Forum: Chair Sherman opened the floor for discussion. Second means of egress, the code process, cost reduction of codes and construction, and a drift toward deregulation. Chair Sherman challenged the board to consider things that may come up and be faced with to resolve.

Legislative Status:

HB244, updating recodifying the municipal enforcement of the building and fire code (our 67x) series is moving forward to be placed in 155a. House ED&A met with no problems identified. Board to watch.

HB314, prohibiting the use of federal, state, or local funds for lobbying activities. A meeting was held on October 8, 2025, and recommended appropriate members of the board follow this bill.

HB410, relative to adding conditions to zoning boards of adjustment imposing restrictions on the building and development of residential properties. Board to watch.

HB1004, exempting certain dwelling units from automatic sprinkler system requirements. The board is currently working on.

HB1007, relative to manufactured housing.

HB1011, repealing zoning restrictions on dwelling units

HB1016, eliminating the requirement that municipalities allow for manufactured housing development opportunities

HB1017, relative to accessory dwelling units and workforce housing

HB1023, establishing accessory commercial units by right

HB1026, relative to the definition of manufactured housing

HB1075, classifying recreational vehicles as a motor vehicle in the context of new vehicles arbitration proceedings. Board to watch.

HB1079, allowing accessory dwelling units to be built within or attached to certain nonconforming structures

HB1093, relative to public charter schools and the state building code and governmental land use exemptions. Chair to discuss with Marshal Toomey.

HB1098, relative to municipalities denying building or occupancy permits for property adjacent to class VI roads under certain circumstances. Approved in 2024, new sponsors looking to modify.

HB1136, relative to accessory dwelling units

HB1159, relative to updating the state building code. Includes errata language as discussed.

HB1180, updating the definition of the state building code to include the International Energy Conservation Code 2024.

HB1181, relative to public hearing notice requirements for zoning board of adjustment appeals.

HB1195, relative to municipal zoning requirements for child day care providers. Board to watch.

HB1204, relative to the grading and use of timber grown in New Hampshire. Lily Beyer to watch.

HB1251, relative to restricting municipal downzoning inconsistent with existing neighborhood density. Board to watch

HB1303, authorizing municipalities to adopt zoning ordinances related to the protection, management, or replacement of tree canopy.

HB1349, relative to exemptions from multi-family zoning requirements for small or low-density communities

HB1351, relative to uniform municipal standards for regulation of home-based businesses

HB1357, permitting in all residentially zoned areas by right the placement of newly constructed manufactured homes.

HR30, finding that planning, zoning, and related regulations have been and should continue to be the responsibility of municipal government

LSR's that became bills since the agenda was distributed:

LSR 2026-2428 requiring all agendas, minutes, and reports of study committees and statutory commissions be made available to the public on the general court website and specific state agency websites. Is now HB1498

LSR 2026-2678 relative to zoning restrictions concerning dwelling unit occupancy. Is now HB1525. Board to watch

LSR 2026-2730 relative to local authority over occupancy standards in residential zoning districts. Has been withdrawn

LSR 2026-2743 establishing uniform requirements for accessory dwelling units and providing municipalities with authority and guidance for zoning, permitting, and environmental protections. Is now HB1540. Board to watch

LSR 2026-2830, relative to the administration and enforcement of the state fire code. Is now HB1555. Chair to discuss with Marshal Toomey.

LSR 2026-2866 establishing a 10-year strategic housing and infrastructure plan.

LSR 2026-2950 relative to zoning conformity and redevelopment standards.

LSR 2026-2953, requiring the creation of a ticket to follow timber through the harvesting and production process to establish a chain of custody. HB1652 – relative to expediting permitting and third-party inspections for residential and minor home improvements. To be coordinated with Marshal Toomey.

LSR 2026-3110 relative to standards for innovative housing structures. Board to watch

LSR 2026-3111, relative to an age-appropriate design code. Will be deleted.

SB27, relative to dwellings over water. Retained in committee. Board to watch.

SB 90, allowing high-density residential development on land zoned for commercial use. Board to watch

SB94, prohibiting municipal amendments to the state building code. The meeting was held on October 1, 2025 and the bill is being used to modify 2025-HB428.

SB435, relative to the zoning board of adjustment variance criteria

SB436, relative to zoning board of adjustment membership criteria. Language change

SB440, relative to the adoption of energy efficient and clean energy districts by municipalities. Board to watch

SB493, relative to cyanobacteria and other emerging environmental water quality issues. May need language editing

SB494, relative to the state fire code, fire incident reporting and investigations, and the duties of the state fire marshal. Board to watch

SB503, relative to the use of spruce-pine-fir lumber. Lily Beyer and Karen Kitchen will watch.

SB508, relative to the zoning board of adjustments appeal period. Board to watch.

SB523, registering builders. Board to watch

SB529, giving preference to lumber sourced in the United States on all state funded building projects. Lily Beyers and Karen Kitchen to watch

SB540, relative to portable solar generation devices.

SB565, relative to reports and notices by the commissioner of the insurance department regarding insurance risks associated with extreme weather.

The Chair recommended the board keep track of LSRs that do not currently have language.

Old Business:

Website status: The courtesy documents are now posted on the website.

Administrative rule review: BCR100, BCR200: waiting for legal support, no action.

Municipal Amendment Review

Jane Sinotte to verify that New Castle and other board confirmed ordinances are posted on the website.

New Business: No activity

Next Meeting: Scheduled for January 9, 2025.
Meeting adjourned 12:02 pm

Manufactured Housing Installation Standards Board: (Chief Blanchette) –
No report

NH Drug Overdose Commission – (Chief Thomas) –

New England Fire Chiefs – a Division of the IAFC – (Chief Jones) – No report

Old Business –

New Business – Chief Cloutier expressed concern of the balance billing process and of setting the rates. Chief Sitar suggested that all rates be re-set each year through a legitimate process of setting the rate. The rate study will hopefully take into account all of the costs incurred by service providers. Chief Cathy suggested that all providers sign on to the same contract and questioned why each has to have a separate contract.

Good and Welfare –

Chief D. Chamberlain reminded all of the Mental Health seminar January 13 and 14 at the NHFA.

Chief Emanuel stated that if anyone is looking for UNH Interns for projects, to contact him for assistance.

The meeting was adjourned at 0939 hrs.

Respectfully submitted,
Chief Brent T. Lemire, ret.
Executive Director, NHAFC

January 8, 2026