

**APPROVED**

**Board of Selectmen  
28 January 2013  
Minutes**

**4:00 pm** - Chairman Rachel Hatch called the meeting to order. Present were Chairman Hatch, Selectmen Ralph Lavin and Brett Currier and Clerk Lois Dionne. Also in attendance were Town Clerk Deb Cornett and Tom Scribner.

After attendance everyone stood for the “Pledge of Allegiance”.

**Taped Meetings** – Deb Cornett stated that Tom Scribner and a couple of other residents had contacted her regarding having the selectmen’s meetings taped. She said she is against having them done through MetroCast; they are too expensive, and they are played at random times. Deb said she thought there must be a way to stream meetings through the Town website, so she had spoken with our Webmaster, and had gotten information, a copy of which she gave to the selectmen, on a company in Maine who does this. Deb said there are several towns in NH that do this. She thought the company provides the digital camera, sets it up and it can be done live or taped, and can be archived for up to a year. The cost of this is \$250 per month, and could reach more people because they wouldn’t have to have cable. They would just have to go on the website. Deb thought this was an option the selectmen might want to consider. The board will discuss it.

**Postings** – Deb said the warrant articles, ms-7 and default budget were posted today at both post offices, the school and the website.

**Deliberative Session** – There was a brief discussion on the deliberative session. Deb said that Stan Bean, who will be moderator at the deliberative session, indicated that all warrants would be passed on a hand vote, rather than a voice vote, which has been past practice. Lois gave the selectmen copies of an email she had received from Stan Bean indicating what articles he would like to have the budget committee move and which ones he would like the selectmen to move. The Selectmen reviewed the articles Stan asked that they move, and felt comfortable with the request.

The deliberation session will be held on Saturday at 10:00 am. Chairman Hatch asked the board members to be at the school by 9:00 am.

**Recycling Petition Article** – Chairman Hatch said Tom Scribner had emailed her three articles regarding the petition warrant article, which Lois forwarded to the other two

selectmen. She told Tom she was unsure why he had emailed the article to her and what he wanted her to do. Tom said it was just information about the warrant article, and what they were trying to do. Selectman Hatch said Tom asked her to second the petition warrant article for recycling at the deliberative session. She asked the board how they felt about her doing it. It was the consensus that it would not be proper for a selectman to second a warrant article.

Betty Ann Abbott joined the meeting.

**Upgrade downstairs area – Academy Building** – Chairman Hatch asked if they had an estimate to upgrade the space where the historic museum use to be to be used for the selectmen's meetings.

Selectman Currier said he had walked the building with Cindy Bedford looking at places that needed to be cleaned of clutter that has amassed over the years, and he didn't think downstairs would be a good spot for the selectmen to meet. He said if they were to move, upstairs on the stage portion would be a better idea. He felt the downstairs area is too chopped up, would cost too much and wouldn't be a good alternative. Chairman Hatch said she didn't want the issue to be dropped, and asked if they wanted to establish a timeline. Selectman Lavin felt they needed more time to figure out what the final plan would be before they could establish a timeline.

### **Approval of Minutes**

**MOTION – Selectman Lavin moved to approve the minutes of January 22, 2013 as amended. Selectman Currier seconded. Motion passed 3-0.**

**Dumpster** – Lois stated that when Selectman Currier and Cindy had walked around the building, they had found a lot of "junk" lying around, and he and Cindy had talked about hiring a dumpster for a day or two to get rid of all the junk. Selectman Currier had asked Cindy to get prices to hire a dumpster. Lois gave the prices to the Selectmen for their review.

There was a brief discussion during which Selectman Currier stated that he would be willing to help lug stuff out; he felt he could get a couple of guys to help him. He felt on a Tuesday, they could get the employees together to tell them what is good, and what should be gotten rid of and be able to clean the building up. It was the consensus of the selectmen to hire a dumpster and clean the building out. Selectman Lavin felt it was a good idea, but we should wait until spring to do it. Selectman Currier felt that made sense.

Selectman Currier said they had also discussed the need to be able to determine what employees are in the building and where they are in case of a fire(basement, filing in the attic, etc).

**Trash – Academy Building** – Selectman Currier stated another topic that had come up during his walk through the building is that we have trash at the Academy Building that is not being picked up by the recycling center employees. He said he was asked why we don't get Ralph Goodwin back to pick up the trash. Selectman Currier said he had called Ralph, and told him he understood that someone had made the choice not to have him pick up the trash any more. He said Ralph would be willing to pick the trash up for \$8.00 a week; he (Brett) said we could even put receptacles outside the building so Ralph wouldn't have to come inside. He said we have to pay the employees to pick up the trash plus pay mileage. The board will discuss it later.

**Joint Loss Safety Committee (JLSC) Meeting** – Chairman Hatch said she had attended the JLSC meeting last week. One of the topics brought up was office safety; the Academy Building is not secure. Some suggestions were having a camera installed at the back door, and keeping the door locked, put up a glass on the counter in the office.

Chairman Hatch said there was concern expressed about volunteers; apparently the highway department has someone who goes there and observes. No one knew anything about that. The only thing anyone was aware of was CORE had asked permission to bring a group to tour the facility. Lois was asked to check with the road agent to see if they have volunteers there.

Another concern was the salt/sand shed cover is in need of repair. Lois stated that Brian Forst is working on it. The person we bought the cover from has died, and Brian is trying to get information on where to get patches for the cover.

Chairman Hatch said another issue that had been brought up was the accident with the highway truck (snowplow) on Joe Jones Road. Lois replied that an insurance claim has been filed. We had been waiting for an accident report from the Barnstead Police Department, which we just received.

**Frozen Pipes – Ladies Room – Academy Building** – Selectman Currier said we need to get a plumber in to see if something can be done to prevent the pipe to the toilet in the ladies room from freezing. We had a plumber come in and correct the problem with the other frozen pipes. Selectman Currier asked if the board wanted the same plumber to come in to fix the problem. Chairman Hatch felt we need to do something. Lois will call the plumber.

**Maintenance Man** – Chairman Hatch asked the status of getting a maintenance man. Selectman Lavin said he had the applications, but had forgotten to bring them in tonight, but will get them to Lois. Selectman Currier asked if it would be a good idea to put an ad in the paper. After a brief discussion, it was the consensus that it would be better to put an ad in the paper. The Selectmen will come up with an RFP.

**Policies** – Chairman Hatch said they had received a letter from Jen Correia, in which she stated that she had observed some weaknesses in the Selectmen's office she would like to help correct. Some recommendations were to have adequate policies in place to guide employees and department heads, institute a mandatory monthly department head meeting, institute an annual review policy on all town employees, and review all town properties to see if there is a better way to utilize resources.

Lois was asked to see if Jen could have a work session with them on Tuesday, February 19<sup>th</sup> at 4:00 pm.

**Budget** – Chairman Hatch stated that Brian Forst had asked to meet with the Selectmen tonight in order to talk about the deliberative session on Saturday so they could be in concert with him about what should be available to members of the public at the deliberative session.

**Laptop Computer** – Lois noted that the Selectmen had given the go ahead to order a new laptop computer for Annette. She had a copy of an estimate she had received from Dave Beaudry for the computer. He had been on vacation and just got back. The Selectmen reviewed the estimate, and felt it was rather high. Selectman Lavin will speak with Annette to see if there is anything on the estimate that she doesn't need, as she basically uses the computer to do minutes. They will make a decision after speaking with Annette.

**Sign for Church** – Selectman Lavin said the church wants to raise money to paint the building, and asked if they could put a thermometer-type sign up at the side of the church showing their goal, and how much they raise. He was told to speak with HDC Clerk and Planning Clerk to see if there would be a problem.

**Town Report Cover** – Chairman Hatch said Tom Howe was going to send a disk with pictures they could choose from for the cover to Cindy.

**Contractor's yard** - Lois gave the Selectmen copies of an email she had received this afternoon from the planning board clerk regarding a contractor's yard. She said Chairman Hatch had been at the meeting, so would be able to report on it.

Chairman Hatch reported that she had received a phone call Friday at 4:00 and was asked to meet with Planning Board Chair Nancy Girard and Desiree regarding a contractor's yard. She said the reason she had been asked to meet with them is that she had been on the board when the contractor's yard had been approved. Chairman Hatch said a contractor's yard had been approved on the Vayda's property. The contractor's lease ran out, and the property owner did not renew the lease for the use of the property. The owner of the property was trying to sell the property, and the planning board was sending the contractor letters for a year and a half trying to get the contractor to get his "stuff" off the property, and that they had rescinded his contractor yard permit. Chairman Hatch

said there was a boat left on the property; the boat was removed from the property. The contractor called the police; Sgt. Currier responded to the call, and then called the planning clerk to find out what was going on.

Chairman Hatch said Planning Chair Girard was concerned that the Town might be sued because the planning board had rescinded the contractor yard, and then the boat had been sold. (The Town did not sell the boat.) Chairman Hatch said she had called the police chief, and it is a civil matter between the contractor and the property owner.

**Budget – Brian Forst** – Brian said he had wanted to meet with the Board to discuss what they were planning as a joint venture to present warrant articles. He said he had been in the office the other day, and there was discussion in the office that the MS-7 was going to be handed out; he was concerned that would cause undue confusion to residents. Brian said he wanted the residents to have as much information available as we could give them without inundating them. Brian said he also wanted to know how they felt they should move the articles. He was given a copy of the email from Stan Bean that the Selectmen had been given earlier explaining how Stan would like to see the articles presented.

Brian said he had thought about writing a letter to the editor for the paper from the budget committee chair informing the residents of the importance of attending the deliberative session, and understanding that by just voting “no” on everything, which some residents have said they plan to do, isn’t going to make things better.

Chairman Hatch stated that the four items the Select board had come up with to have available for the residents at the deliberative session were – the budget, warrant articles, capital and Non-capital reserve balances and the revenue sheet. There was a brief discussion on the number of copies that would be needed. It was decided that 200 copies would be made; Chairman Hatch will check with the school to see if they could have access to a copier so they could make more copies if needed.

Brian asked if since they are going to give residents the information on capital reserves, would it be helpful to give them a copy of the capital improvement plan (CIP). After discussion, it was decided not to give them copies of the CIP. Chairman Hatch and Chairman Forst will have their copies of the CIP there, so they will be able to answer questions.

There was discussion on how the warrant articles would be presented and being able to explain the articles and the difference in the Selectmen and Budget Committee’s recommendation.

Selectman Currier stated that the department heads should be accountable to explain their budget request if there are questions about items in their budget. It was stated that the residents need to be made aware of the 10% rule that precludes the total budget from being adjusted more than 10%. It was felt the moderator would explain that. The tax

rate was also discussed. Selectman Currier stated that when they had the meeting to set the tax rate last fall they were told that every \$25,000 is .06 cents on the tax rate.

There was more discussion about the deliberative session, and the importance of residents attending.

### **5:15 pm – Public Input**

**Deb Chase** stated that it had been very helpful to hear the conversations between Brian and the Selectmen; it is important to understand the new system. She asked if someone would be educating the body about the 10% rule at the deliberative session Saturday before the meeting is started, and also implications that fall from a default budget; how the money is distributed, etc. Chairman Hatch said she would have the moderator explain the 10% rule, but she didn't want to try to give so much information that it would get confusing. They will answer questions as they are asked.

Brian Forst stated that the default budget is more this year than the Selectmen's budget. Ms. Chase asked if the default budget were to be passed, would the numbers in the budget be adhered to, or would there just be one big pile of money that the Selectmen get to redistribute. Betty Ann Abbott said the Selectmen are guided by the budget; each line item has a default number, and they add up to the default budget. Ms. Chase asked if there could be a handout that gives an example of three scenarios. Chairman Hatch said they would have the information in the packets that will be given out. Tom Scribner said it is just like at Town Meeting, and you have to have enough information for residents to make a decision; he was concerned that for Town Meeting there used to be a Town Report available a week before the meeting for residents to look at, and there is not yet a hard copy of the information for residents. Chairman Hatch said her problem with SB2 is the timeline. They had to post the warrant articles, the default budget and supplemental today, so everything will be printed tomorrow, but voting is not until March 12. Tom said it is important they get the information available in hard copy to residents. Brian said the information couldn't be made public until after it is posted.

Brian stated that he had scheduled a meeting for Monday after the deliberative session because he had been told that the budget committee had to reconvene and look at the changes made at deliberative session, and decide if they wished to recommend the changes. There was discussion whether the Budget Committee and Selectmen are required to recommend or not recommend changes made at the deliberative session. Lois was asked to check with DRA to see if budget committee and selectmen have to make a recommendation on the changes.

Tom said the selectmen said the department heads had to defend their budgets, so asked if the department heads are required to come to the deliberative session. He asked if they don't come, would they have a representative they have appointed to speak. Chairman Hatch said it is tradition that the department heads attend. Tom said in the past some

department heads hadn't shown up because the selectmen had told them not to attend. and asked if they know they are expected to attend. It was stated that the Selectmen had never told a department head not to attend, and Lois said she had personally called each department head and told them the selectmen wanted them at the meeting.

Brian stated that what is voted on at the deliberative session is what will go on the ballot for residents to vote on in March.

**6:30 pm** – Chairman Hatch closed public input.

**6:30 pm** – Recess

**6:33 pm** – Back in Session

**Plowing** – Duncan Geddes said he was looking to purchase a truck so he could plow for the Town, and wanted to know if he would be able to get a route before purchasing the truck. He said he had been looking into leasing Paul Perkins truck, but decided that wasn't the way to go. Selectman Currier asked what would happen if the truck he was looking to purchase didn't work out. Mr. Geddes said he would look for another truck. Brett said he has some information he would like to discuss with the board, which is not for discussion with the public present. Mr. Geddes said he would like to have an answer tonight. Selectman Currier told the board that he had already spoken with Mr. Geddes, and asked Mr. Geddes if he would be willing to have him (Brett) speak with the board, and call Mr. Geddes after tonight's meeting. Mr. Geddes was fine with that.

**Staffing & Policies – Fire Dept.** – Chairman Hatch stated that last week the Board had temporarily rescinded the letters they had written to Chief Hempel regarding staffing and policy at the fire department. Chief Hempel was told the board would revisit the issue tonight. She said they had received a letter and some information (copy attached) from Chief Hempel in response to their meeting last week.

Chairman Hatch stated that the letter breaks out two issues that had been being "clumped" together. The first is the minimum level of certification for staffing. She said Jen Correia said the Selectmen have the purview of setting policies as far as what level firefighter would be hired. Chairman Hatch said this means the Selectmen have purview over the staffing. She said the Chief had included a job description for a fulltime firefighter. Chairman Hatch said she felt the Chief was asking to set policy going forward that the minimum qualifications for full-time employment would be Firefighter II/EMT-ICDL/B.

Selectman Currier said we need a minimum EMT-I level certification. He said when a firefighter, even our current staff, gets the certification of EMT-I, there has to be a mandatory stipulation that they maintain that certification or higher; they can't drop

below that level. He said it isn't fair if everyone is getting the same pay if they don't have the same certification.

Selectman Currier said he likes the chief's policy, but feels there is a problem because the EMT-I level is changing to an advanced EMT, which might be more stringent, but there will be no I qualification any more. He said if a firefighter can't make the advanced level, he will go back to the basic level, and we don't want a department of Basic EMTs because they aren't even allowed to give a shot, and because Chief Hempel is not an EMT-I, if he is working with another EMT Basic on a shift, that would not be fair to our residents, and does not provide the level of service that is expected. Selectman Currier said we were told that we would have the level of firefighter/EMT-I as our standard. He said he is not anti fire department, but he is anti lowering our level of service. Selectman Currier said he likes the first part of the policy, but wants there to be something in the policy that once you achieve a level, you can't fall behind it; you have to maintain that level or higher. Chairman Hatch said she liked the Chief's recommendation going forward, and they should have a conversation with the chief.

Chairman Hatch said the second issue is per diem hiring, which she felt is where the Board has mixed up the issues. She felt they had been trying to micromanage the chief with the per diem hiring, and didn't think they had purview over that. Selectman Currier disagreed. He said it is filling a 12-hour shift that a full-time firefighter is supposed to fill. Selectman Currier said when they were "sold this deal"; they needed enough people to cover the shifts, which is why they needed the fourth guy. He said they are supposed to fill seven 12-hour shifts; it takes two guys a shift. He said we currently have three 48-hour men and one 40-hour man; we have enough personnel to cover these shifts. He explained how the coverage could be accomplished without having to use anyone less than an EMTB covering a shift on any day, including Sunday. Chairman Hatch asked if the shift coverage could be accomplished by changing the rotation schedule. Selectman Currier replied that it could; he said he is only interested in getting a level of service with no one less than an EMTB covering a shift. Chairman Hatch said Brett has serious concerns; she would like to see the schedule, and sit down and discuss it with the chief.

Selectman Lavin asked about the letters that had been rescinded while the Selectmen had a chance to review the issues. We were supposed to meet with the chief tonight, but he is on vacation. Selectman Lavin suggested that the letters be rescinded until we could meet with the chief, and asked if Brett could show them the schedule he was proposing.

**MOTION – Chairman Hatch moved to rescind the letters the Selectmen had sent to the chief until such time as they could meet with the chief to discuss the issue. Selectman Lavin seconded. Motion passed 2-1. – Chairman Hatch-yes, Selectman Lavin-yes, Selectman Currier-no.**

**7:07 pm – Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(a) - Dismissal, promotion or setting compensation for public employees or the**



investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Currier seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**7:30 pm – Selectman Lavin moved to come out of Non-Public Session.** Selectman Currier seconded. Motion passed 3-0.

**7:30 pm – Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Currier seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**7:33 pm – Selectman Lavin moved to come out of Non-Public Session.** Selectman Currier seconded. Motion passed 3-0.

**7:33 pm Selectman Lavin moved to enter into Non-Public Session per RSA 91-A:3, II(a)** - Dismissal, promotion or setting compensation for public employees or the investigation of any charges against him, unless the employee affected has a right to a meeting or requests that the meeting be open, in which case the request shall be granted. Selectman Currier seconded. Motion passed 3-0.

The Selectmen discussed a personnel issue.

**7:57 pm – Selectman Lavin moved to come out of Non-Public Session.** Selectman Currier seconded. Motion passed 3-0.

**Trash Pick Up – Academy Building** – Earlier in the evening the Selectmen had discussed the need for the trash in the Academy Building to be picked up on a regular basis. Ralph Goodwin used to pick up the trash, but for some reason it had been decided that the recycling employees should do it. This has not been working out. Selectman Currier said Ralph had agreed to pick it up again once a week at a cost of \$8.00 per week. There was a brief discussion.

**MOTION – Selectman Lavin moved to hire Ralph Goodwin to pick up the trash at the Academy Building at a rate of \$8.00 per week.**

Lois was asked to notify Ralph of the Selectmen's decision.

01-28-13 BOS

APPROVED

8:02 pm – MOTION – Selectman Lavin moved to adjourn the meeting. Selectman Currier seconded. Motion passed 3-0.

Respectfully submitted,

Lois Dionne  
Recording Clerk



**TOWN OF GILMANTON**

FIREFIGHTER  
1824 Pitt Street 140  
Gilmanston PA, 16113-0377  
Tel: (814) 366-2500  
Fax: (814) 364-2501



Fire Chief Paul J. Hengst

01/23/13

Dear, Members of the Board of Supervisors,

I wanted to offer you some observations from our meeting last night. I would like to offer you some insight on what I see as several issues we are dealing with.

1) The first issue at hand appears to be what, as a department, and BOS we want as a minimum level of certification for future staffing. At what level do we want to hire and maintain our employees at? The State of PA requires a minimum of NFPA level II firefighter, with the successful passing of State entrance exam and successful completion of Certified Physical Ability Test (CPAT). There is no entrance requirement for Medical level training. It is my opinion that our minimum hiring level for future employees be at the NFPA-II of ASMT level. In your past, it was not uncommon to offer employment to an NFPA-I with the condition of obtaining NFPA-II certification within one year of employment. This has been as long as we have struggled with and we have had employees that have met the goal, and those that have not. This past practice has proven to be problematic. It is my opinion going forward that our entrance qualifications for future employment be NFPA-II/CPAT. It this ensure we do not enter into employment not meeting our requirements. I have attached a proposed job description that would be used for the basis of any new hires.

2) The discussion that I was visiting you on last night was the issue of Fire Chief hiring. That is how we staff when our full time staff is not available during fire days or during the week as a result of sick time or vacation time. As has been the case for many years we have our part time hiring on our dispatch hiring list and the policy outlined in our Standard Operating Procedures. (See attached) This list runs from highest qualification to lowest qualification. Staffing in itself is an availability, it will need to go out to qualified candidate and the shift is filled based on availability. It is necessary to draw from our list, and use our resources as we can to fill shifts. ALL part time shifts are covered by a licensed ambulance crew with a minimum of level one EMT certification. Our Ambulance runs out of our station. We are the risk as having the ability to staff our fire days should we reduce our current labor pool. This would have no impact on the current level. Because of this I'm asking you to review your latest dated 11/26 and 1/11 and allow us to continue to fill vacant shifts using the same method we have been using for some time now.

If I can answer any additional questions please feel free to contact me.

Respectfully,

Chief Hengst

## GILMANTON FIRE DEPARTMENT

EFFECTIVE DATE: 04/2011  
NUMBER: 105  
APPROVED: Chief Hempel

TOPIC: DAY TIME HIRING  
PAGES: 1  
REVISIONS:

### STANDARD OPERATING GUIDELINES

**PURPOSE:** To establish a procedure for filling Fire Department daytime vacancies caused by use of sick day, personal day or vacation, or Sunday shift. Daytime shifts typically run 7:00-19:00.

**PROCEDURE:** When a vacancy is created, the Fire Chief or his/her designee may use the following as a guide to fill that position. Positions will be filled from current eligibility list. With preference to highest certification level.

- I. Fill the vacancy from members within the Fire Department
  - a. FF/Paramedic/Driver
  - b. FF/EMT-Intermediate/Driver
  - c. FF/EMT-Basic/Driver
  - d. FF/First Responder/Driver
  - e. EMT-Paramedic/Driver
  - f. EMT-Intermediate/Driver
  - g. EMT-Basic/Driver
  - h. FF/Paramedic
  - i. FF/Intermediate
  - j. FF/Basic
  - k. EMT-Paramedic
  - l. EMT-Intermediate
  - m. EMT-Basic

**ELIGIBILITY:** Employees wishing to be placed on the eligibility list must be cleared by Company officers. They must meet all minimum criteria for membership as it relates to meeting and training participation.

**TOWN OF GILMANTON  
FIRE DEPARTMENT  
POSITION CLASSIFICATION  
FULL-TIME FIREFIGHTER/AEMT/EMT-I**

48 hour per week rotating schedule

The Firefighter/EMT protects life and property by performing fire suppression, fire prevention education, emergency medical services, hazard mitigation and any another activity deemed necessary by the Fire Chief. The FFAEMT shall have, and exercise the power and authority, as far as may be consistent with the laws of the State of Mississippi and the Ordinances of the Town of Gilmanton, to perform such duties as may be assigned by the Fire Department officers and duties which conform to the Fire Department Policy and Standard Operating Guidelines and Standard Operating Procedures of the Gilmanton Fire Department.

The general duties and responsibilities of the Senior Firefighter shall include but are not limited to the following:

1. Respond to fires, alarms of fire, and other emergencies in the Town of Gilmanton and other communities that the Department has been called to for assistance.
2. Performance of all duties assigned by Officers while in the course of firefighting, rescue, medical aid or any other emergency the Fire Department has responded to.
3. Respond to and manage hazardous material incidents.
4. Operation and maintenance of Department equipment, apparatus and facilities.
5. Knowledge of streets, roads, developments, hydrant and water source locations within the Town of Gilmanton.
6. Knowledge of the use and care of protective clothing and equipment assigned.
7. Attendance and participation in the regular monthly Fire training sessions and regular monthly Fire Department meetings.
8. Work with public and represent the town of Gilmanton in a positive manner.
9. Participation in Fire Prevention activities throughout the town.
10. Perform other related duties as assigned.

**Physical demands:**

The position of a Firefighter/EMT requires continuous physical effort. Working conditions are comparable with exposure to all weather elements as well as exposure to communicable diseases and toxic products of combustion and hazardous materials, any of which could result in total disability or death. Stress levels in this occupation are considered high. The employee must frequently lift and/or move up to 25 lbs and occasionally lift and/or move over 100 lbs.

**Minimum qualifications:**

High School diploma or equivalent.

State of NH CDL-B driver's license, with Air brake endorsement.

Nationally Registered AEMT or EMT-I

State of NH FF II

Completion of State of NH entrance examination or eligible for lateral transfer.

CPAT certified.

Must pass pre employment physical.