



## **Manufact Housing Installers PUBLIC Agenda**

Installers - Manufactured Housing

Jan 4, 2024 at 10:00 AM EST to Jan 4, 2024 at 12:00 PM EST

7 Eagle Square, Concord, NH, USA

**I. Call To Order** - Meeting was called to order at 10:05AM

**II. Review of Public Minutes for October 18, 2023**

Motion: Upon a motion by EK and a second by Fe, the board voted to approve the public minutes.

**III. OPLC and/or Board Administration Updates:**

**IV. Public Appearance**

**A. Bethany Cottrell, Director of Licensing and Administration**

**1. 594 Reciprocity**

**B. Fire Chief Tom Blanchette from Loudon, NH, new Board Member**

**1. Introduced**

**V. License Application for Board review**

**A. Drew Pierce, applicant for Board review**

**B. Scott Haynes, applicant for Board review**

Motion Upon a motion by JB and a second by RW the board voted to move the applications to non public session.

**VI. Administrative Rules & Legislative Topics**

**A. Inst 100 - Hearing scheduled for 2/13/2024 at 10:30 am.**

**B. Inst 200 - Review Final Proposal**

Motion: Upon a motion by JB with a second by RW the board voted to move to final proposal.

**C. Inst 300 - Hearing scheduled for 2/13/24 at 10:30 am.**

**D. Inst 400 - Review Initial Proposal**

Motion: Upon a motion by LR with a second by RW, the board voted to approve as written.

**E. Inst 500 - Review Initial Proposal**

Motion: Upon a motion by EK with a second by KL, the board voted to approve as written.

**F. Inst 600 - Review Initial Proposal**

Motion: Upon a motion by EK with a second by KL the board voted to approve as written.

**G. Inst 700 - Review Initial Proposal**

Motion: Upon a motion by JB with a second by RW, the board voted to approve as written.

**H. Inst 800 - Review Initial Proposal**

Motion: Upon a motion by KL with a second by TB, the board voted to approve as written.

**VII. Non-Public Session**

Non-Public session conducted for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c) & (e), RSA 91-A:5, IV, Lodge v. Knowlton, (1978), and the Board's executive and deliberative privileges.

Motion: Upon a motion by RW with a second by JB, the board voted to go into a non public session. Unanimous.

**VIII. Seal The Minutes of the Non-Public Session**

Minutes of the non-public session are sealed to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective.

Motion: Upon a motion by RW and a second by JB, the board voted to seal the minutes of the non public session.

**IX. Adjournment - Next Board meeting will be February 13, 2024, at 10:00 am.**

Motion: Upon a motion by RW with a second by TB, the board voted to adjourn at 12:43PM.