

Approved

**MBOIA Minutes  
Board of Directors' Meeting  
Thursday, October 10, 2019  
Minutes**

- A. **Call to Order:** President Tom Lister called the meeting to order at 9:09a.m.
- B. **Calling of the Roll of Officers:** Tom Lister, Barbara Skelton, Brian Longstaff, Donald Fiske, Freeman Abbott, Mike Falvey, Kathryn Joiner, and Melissa White (MMA).

**Conference Call In:** Ben R.K. Breadmore, Stewart Brooks, Mark Stambach, Ben McDougal.

**Excused Absence:** Justin Brown, Jeff Wallace, Tom Maynard, Paul Demers

**Guest:** Bill Nash

It was determined there was a quorum.

- C. **Review and Acceptance of the Minutes:** Motion made by Brian Longstaff, seconded by Freeman Abbott, all approved the June 27, 2019, Board of Directors minutes with no corrections.

D. **Communications & Bills**

Motion made by Freeman Abbott, seconded by Barb Skelton to appoint Donald Fiske to take David Twomey's position on the board of directors for the remainder of the Directors term.

Financial Report: There were no new financials to report

- October training coverage, needs, to-do's

Discussion of who's doing what at the upcoming MUBEC workshop. There will be give-a-ways but MBOIA is not selling any items so there is no need for a board member to assist with registration this year.

- By-Law changes: Allow Fire Marshal as a group vs. individuals; Article?

The group discussed the best way to allow employees of the State Fire Marshal's Office –

They will request for Rich to provide MMA with applications for the initial members to add to membership and Barb will draft the change to the by-laws that need to be sent to membership 30 days prior to the December Membership meeting. These members from the State Fire Marshal's Office will be transferable.

## Approved

Motion made by Barb Skelton to change Article 3 to read Membership in the Association is specific to the member approved. Membership is not transferable with the exception of representatives from the State Fire Marshal's Office, seconded by Freeman Abbott, all approved.

Barb Skelton will add an index and page numbers to the by-laws.

- Should we keep Quorum at 7 or reduce; Article 11  
The group agreed to keep Article 11 as is.
- Simplify Subscribing Membership definition, maybe "Persons other than Active or Honorary members; update Active Membership term "2351" to 2351-A; Article 3
- Do we need all of the listed committees on the agenda  
The group discussed and will leave the committees listed as is. For the December meeting, Melissa will send a committee report template for officers to review and make adjustments if needed.

Motion made by Brian Longstaff to recommend Bill Longley to fill the vacant directors position, seconded by Tom Lister, all approved. The group had a brief discussion.

- Dave Twomey resigned from the board, okay to let Don Fiske fill his place until December?

Motion made by Freeman Abbott, seconded by Barb Skelton to appoint Donald Fiske to take David Twomey's position on the board of directors for the remainder of the Directors term.

- MBOIA stuff to sell/give away  
The group discussed brining any items they have to the give a way to the October workshops. Inventory will need to be taken and prices confirmed. Tom Lister will send an email to all board members advising. Melissa will bring the pins to Portland.
- Web site - We don't have hands on so it's a challenge to keep it current (which it is not). Should we leave it/revise it/?  
Don advised that he would be willing to assist with reviewing and updating the website if he stays on the board next year.

## Approved

- Two Officer and Three Board positions are up in December  
Who wants to stay?  
Replacement ideas for the others

Discussion of positions available. Mark Stambach will stay to re-appointment.  
Donald Fiske may continue and offer up his name.

- MBOIA Historian position

Barb noted someone should be periodically going through the old items that are held in MMA document storage area. The group discussed having doing a “where are they now” possibly on the website for past presidents and long-time past members.

- Discussion to allow some State representatives, such as Peter Holmes or Dana Tuttle to attend MBOIA workshops as complimentary. The group agreed to handle these requests on a case by case basis.
- Discussion of facility space and not wanting to turn away attendees as they had to in September at the Spring Meadows Country club. The group decided to try holding the September meeting at the Fireside inn, in Portland.
- Discussion of adding the workshop from the MUBEC workshops that will not take place on November 1st this year in December along with the SFMO & the Fire officials. Bill reported that he may be able to have that extended with the ICC into 2020, January or February. Bill said to get in touch with Rich McCarthy and John Duross for a topic to get this moving. Mark noted that the topics would have to be generic due to what is offered from the ICC regarding these types of supported trainings. Melissa will check at MMA’s availability for a workshop in December.

Mark reported that MBOIA will receive monies from the SFMO for the MUBEC trainings and wondered if MBOIA would purchase the Mechanical code books with a discount from Gary Gauthier (ICC). Gary will have booklets for attendees.

Motion made by Barb Skelton to purchase 150 of the Mechanical code books for the upcoming MUBEC trainings IMC Fundamentals, seconded by Freeman Abbott, 2 approved, 7 opposed. The motion did not pass.

Bill Nash advised the ICC would let MBOIA return any unused books, each book is \$56.00 with the discount, he didn’t recommend MBOIA purchasing the books at this time as they will not be needed for the IMC class.

Mark reported that a payment to NERC needs to be made as soon as possible – Melissa will have this request completed.

Approved

Bill Nash reported that the ICC has approximately \$2500.00 earmarked for a training in Maine and/or New Hampshire.

Freeman Abbott reported on the MUBEC sprinkler amendment to the IRC. The group had a brief discussion and requested Freeman to send the information that he received to the board.

#### **E. Report of Committees**

**By Laws Committee:** Don Fiske reported on the following:

Nothing new to report as the group has discussed the proposed by-law changes.

**ESBOF Committee:** Brian Longstaff has nothing new to report.

**Education Committee:** Mark Stambach reported the following:

Mark asked for topics for the upcoming code conference and reported that we will only have three concurrent sessions. MBOIA is also wanting to do a best ball golf tournament on Sunday, before the conference.

**ICC Update: Bill Nash reported on the following:**

Advised the group to check and make sure that they have premium access. Discussion of adding IMC to premium access.

**IAPMO Committee:** Paul Demers was absent.

**Legislative Committee:** Paul Demers was absent.

**Membership:** Justin Brown was absent.

**NEBOEA Committee:** Paul Demers was absent.

**NERC Region:** Paul Demers was absent.

**Northern Update:** Mike Falvey reported on the following:

Mike Falvey asked for assistance with the Northern Maine workshops, speakers and topics.

Discussion of Shoreland zoning credits. Ben Breadmore reported to send everything to Rich McCarthy.

Mike would like to see all the codes compiled that MUBEC towns need to follow. These are available on the Bureau of Building codes and standards site.

**Website/Technology Committee:** Justin Brown was absent.

Approved

**Marketing Committee:** Tom Maynard was absent.

**Scholarship Committee:** Kathy Joiner had nothing new to report.

**Sprinkler Coalition Committee:** Barbara Skelton had nothing new to report.

**CEO Committee:** Brian Longstaff reported on the following:

Brian asked for the CEO of the year to be added to the November agenda

New Business:

New Members:

**Active members:**

Craig Alfis, CEO, Town of Kittery

Dave Evans, CEO, Town of Kittery

Motion made by Brian Longstaff, seconded by Freeman Abbott, all approved the new active members.

- The Town of Gray is seeking an interim CEO to assist while their CEO's are out. Contact Doug Webster if interested.

F. The Good & Welfare of the Association

G. Adjournment: Motion made by Mike Falvey, seconded by Barbara Skelton, all approved to adjourn the meeting at 11:44 a.m.