

approved

**MBOIA Board of Directors' Meeting Minutes  
October 14, 2021, 1:00 p.m.  
Remote Access Zoom**

- A. **Call to Order:** Mark Stambach called the meeting to order at 1: 03 p.m.
- B. **Calling of the Roll of Officers:** Benjamin R.K. Breadmore, Barb Skelton, Freeman Abbott, Don Fiske, Stewart Brooks, Brian Longstaff, Mark Stambach, Kathryn Joiner, Ben McDougal, Tom Lister, Jeff Wallace, Mike Falvey, Bill Longley, Werner Gilliam and Melissa White (MMA).

**Excused Absence:** Jodine Adams

**Guest:** Bill Nash, ICC

It was determined there was a quorum of at least 7 Officers/Directors to conduct business.

- C. **Review and Acceptance of the Minutes:** Motion made by Stew Brooks, seconded by Don Fiske, all approved the June 24, 2021, Board of Directors minutes.
- D. **Communications & Bills:**

Financial Report: Melissa White reported total assets as of June 30, 2021, are \$51,915.51, as of July 31, 2021, are \$49,256.29.

Motion made by Barb Skelton, seconded by Mike Falvey, all approved the Treasurer's report.

Bills paid since the June 24, 2021, Board of Directors meeting:

Stewart Brooks	Reimbursement for meals Northern Chapter June training	\$779.55
MMA	April Administrative Services	0.57
MMA	May Administrative Services	\$35.09
Ben Breadmore	Reimbursement of expenses ICC	\$165.64
Clarion Hotel	Deposit – Sept. training	\$250.00
Ben Breadmore	Reimbursement of expenses ICC	\$910.00
MMA	June Administrative Services	\$114.69
Ben Breadmore	Reimbursement of expenses ICC	\$3,924.36
Clarion Hotel	Deposit – Oct. training	\$250.00
Ben Breadmore	Reimbursement – Flowers – Tom Maynard	\$76.53
Ben Breadmore	Reimbursement of expenses ICC	\$444.88
Ben Breadmore	Reimbursement of expenses ICC	\$1,996.96
Ben Breadmore	Reimbursement of expenses ICC	\$4,780.36
Paul Demers	Reimbursement for expenses ICC Conf.	\$602.00
MMA	July Administrative Services	\$2.77
MMA	August Administrative Services	\$31.01
Stewart Brooks	Reimbursement for breakfast items 10/13/21 NC training	\$129.52

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#### E. Report of Committees:

**By Laws Committee:** Barb Skelton had nothing to report.

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

Bill Nash reported they are trying to arrange for an in person meeting within the next month, in Massachusetts. There is discussion of holding next years event in New Hampshire in April. They do need to work on their By-Law updates.

**Education Committee:** Mark Stambach reported the following:  
Registration for the MUBEC workshops is now available. Melissa reported on the registration counts for each day. Mark explained the membership rate reduction, however it has not been confirmed if the SFMO will reimburse MBOIA for Municipality appointed CEOs. There was discussion of the print outs for the MUBEC workshop.  
Mark noted that the Green Ladle could become unavailable at any time due to COVID and being on school grounds, Melissa has reached out to the Waterville Elks and the Clarion inn. The consensus from the group is to move to Waterville, and we still need a topic, Ben R.K. Breadmore will reach out to a Mark Beauregard to do a presentation on Radon.  
Paul Demers reported he has put together an energy code training that he will be presenting to lumber yards, the training is about 45 minutes long, CEOs are welcome to attend.

**Legislative Committee:** Mark Stambach reported on the following:

The Legislature is not in session currently. Mark anticipates that it will be a busy session.

**Membership & Nominating Committee:** Vacant

**NEBOEA Committee:** Paul Demers reported on the following:  
They held their conference last week with about 200 in attendance. They will likely hold the same type of conference next year.

**NERC Region:** Paul Demers reported on the following:  
The Executive Board has been meeting on a monthly basis.  
Paul reported that many of the members of the MUBEC board are expired or expiring and need to be replaced. Paul asked for a few names to put up for consideration, these names will need to be vetted prior to submission.

**Northern Update:** Stew Brooks reported on the following:

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Mike Falvey reported there were about 48 attendees at the training yesterday. There is a training scheduled on November 17<sup>th</sup> on Shoreland Zoning. They are hoping to do a meet & greet with EMMC students in December.

**Website/Technology Committee:** Vacant

**Marketing Committee:** Paul Demers

Mark Stambach reported that Paul may be stepping down as the marketing chair.

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

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

**MBOIA Member of the Year Committee:** Brian Longstaff reported on the following:

There are three nominations so far.

**50th Anniversary Committee:** Barb Skelton had nothing to report

Motion made by Brian Longstaff to nominate Tom Lister to fill the vacant Director position, seconded by Barb Skelton, all approved.

**New Business:**

- Appointment of nominating committee for Annual meeting & elections  
Tom Lister

- Vacant positions

Committee updates

Membership committee chair - Tom Lister

Marketing committee chair - Ben McDougal

Nominating committee chair Tom Lister, other committee members, William Longley and Freeman Abbott

Legislative committee members – Werner Gilliam, Ben McDougal, Paul Demers

Website committee chair Don Fiske, committee member Jeff Wallace

Education chair Jeff Wallace, committee members Mike Falvey & Brian Longstaff

- Mentor Program

Werner provided an overview of a potential mentor program for new Code Officers. This would be for CEOs with 5 years' experience, to mentor and provide one on one assistance to a new CEO. There was discussion of the pros and cons.

Tom Lister noted Brent Lawson and Mike Day have reached out to some CEOs to provide trainings. There is an issue surrounding taking in payments and he would like MMA to support this training in the same way MMA supports the Northern Chapter mini workshops. Melissa will see if this can be added to the 2022 MMA Administrative Services agreement.

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Freeman Abbott brought up that in the past, board members who served and resigned were provided with a plaque at the Annual Meeting. Stew reported he would be able to order the plaques. There was discussion on how this would work.

Motion made by Freeman Abbott to recognize board members for their years of service, David Twomey and Justin Brown seconded by Stew Brooks, all approved.

Mark asked that anyone who has MBOIA items, please bring them to the 10/28 meeting or provide a general count of what items everyone has to Ben McDougal. There is also a need for someone to purchase \$400 worth of raffle items for the December meeting. Brian Longstaff noted he will be willing to assist Ben McDougal in purchasing those items.

Ben R. K. Breadmore noted Chris Bridges is the new MBOIA ICC Liaison.

Bill Nash reported the ICC Learn Live is November 15 through November 18. The call for committee's notice has just gone out. The online voting will begin on October 15<sup>th</sup>. FEMA announced funding will be available for 2022 but you have to ask for it in a certain way and available through January 2022.

**New Members:**

**Active members:**

Bobbi Roberts

Asst Deputy CEO

Ellsworth

**Subscribing members:** None

Motion made by Ben McDougal, seconded by Stew Brooks, all approved the new active and subscribing memberships.

**Other:**

**F. The Good & Welfare of the Association**

G. **Adjournment:** Motion made by Freeman Abbot, seconded by Stew Brooks, all approved to adjourn the meeting at 2:54 p.m.