

**MBOIA Board of Directors' Meeting Minutes**  
**June, 23 2022 – 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:** Don Fiske, Stewart Brooks, Brian Longstaff, Mark Stambach, Ben McDougal, Jeff Wallace, Barb Skelton, Jon Rioux, Tom Lister, Benjamin R.K. Breadmore, Bill Longley, Jodine Adams, and Cyndi Fortier (MMA).

**Excused Absence:** Werner Gilliam

**Guest:** Paul Demers, Maine State Fire Marshal's Office

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 Ben Breadmore, seconded by Bill Longley, all approved the April 14, 2022 Board of Directors minutes.
- D. **Communications & Bills:**

**Financial Report:** Don Fiske reported total assets as of March 31, 2022 are \$41,143.81.

Motion made by Ben Breadmore, seconded by Stewart Brooks, all approved the Treasurer's report.

Bills paid since the April 14, 2022, Board of Directors meeting:

Tom Lister	Reimbursement of Expenses 4/20 Plumbing training food & supplies	\$834.94
Town of Mechanic Falls	Refund – Code Conference cancellation, no longer employed	\$260.00
Ben R. K. Breadmore	Reimbursement of Expenses – Plaque for Brent Lawson	\$151.74
Maine Secretary of State	Filing fee – change of non-commercial registered agent	\$15.00
A & W Promotional Products	Attendee give-a-ways at the 2022 Code Conference Shirts for Board members	\$4, 151.12
MUBEC Inspection Services	Refund, pre-paid Code Conference cancellation, minus administrative fee	\$300.00
ColorGraphics!	Vendor poster – Code Conference	\$64.36
Town of Phippsburg	Refund for overpayment of meals at the Code Conference	\$55.00
City of Ellsworth	Refund for payment for a guest at the	\$161.00

	Code Conference – Registration form error	
Town of Southport	Refund for overpayment of the Code Conference registration fee	\$75.00
MMA	March 2022 Administrative Services	\$183.15

**Budget Approval:** Ben MacDougal said we’re late with submitting the budget. He’s been working with Don on this. Don said the draft budget has been submitted to Melissa. Ben MacDougal made a motion, seconded by Stew Brooks to table the Budget Approval until the next meeting.

**E. Report of Committees:**

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

**ESBOF Committee:** Brian Longstaff reported on the following: The Committee met yesterday to finalize bylaw amendments they’ve been working on for several months. A membership drive sign up offering free membership will be sent next week. The membership drive will last a month and when it closes, all members will be sent the drafted bylaws for approval. The new bylaws will allow Paul Demers added that one of the keys to the reworking of the bylaws is changing from three or four members from each state to one member from each state to serve on the Board. The MBOIA will need to appoint someone before this September to serve on ESBOF. Paul noted that Brian Longstaff has been a stellar performer on the Committee and thanked Brian for his efforts. Mark asked Brian if he would be willing to continue to serve. A Motion was made by William Longley, seconded by Don Fiske, to appoint Brian Longstaff as the one member to the ESBOF Committee.

**Education Committee:** Jeff Wallace reported the following:

- July Training/Membership meeting – All set for the July training.
- Jeff is working on securing presenters for the September training and is waiting to hear back from some folks about presenting on building explosions such as what happened in Farmington. The training would put into perspective what CEO’s would need to do be prepared for with a site explosion. Discussion ensued. Bill Longley offered to follow up with Chief Mike Robitaille about presenting.
- 2023 Conference locations – The Board asked that Melissa provide quotes/information from four locations (including Sebasco Harbor Estates) for the board to consider at its July meeting. Jeff Wallace offered to look at what the Bangor Cross Center could do for pricing.
- MMA Convention – The Board wants MBOIA to have a session at the MMA Convention. Barb Skelton suggested she and Jeff Brainstorm topic ideas. She suggested to Jeff that he spearhead a conversation about community involvement and clean up of properties (abandoned buildings). Barb said other entities would be interested in the topic.

**Legislative Committee:** Werner Gilliam was absent – no report. However, Ben Breadmore expressed a concern about LD 2003 – a bill regarding ADU’s that was passed into law. His Town Council has directed him to do all he can to combat this bill, by offering a “friendly” amendment to the bill. Ben wanted the board to be aware that he would be doing this, representing himself and the Town of Holden, and not MBOIA.

**Membership & Nominating Committee:** Tom Lister reported on the following: 14 New Membership applications. See New Business

**NEBOEA Committee:** Paul Demers reported on the following: Paul attended the last meeting and brought Ben MacDougal and introduced him as the new representative. The organization has put most of the program together. They’ve opened registration for the New England Conf. Oct. 3, 4 and 5.

**NERC Region:** Paul Demers reported on the following: The region is sponsoring a joint meeting on July 15<sup>th</sup> in Rhode Island to bring together the New England building officials as well as the Eastern States folks and the region’s executive board to share thoughts. Ben, as ICC rep will attend, and Mike Boso plans to attend as well. It will be a picnic/working social. The region also did their joint venture with ESBOF for a training program, which will help fund code hearings. Paul will forward an email to forward to MBOIA to anyone who wants to participate in the code development process through Zoom meetings. The region’s elections are coming up in Sept. Bill McKinney is the current president. Bill is going to run again for another term. Paul is Vice President and will also run again. These elections will occur at the annual business meeting in Louisville.

**Northern Update:** Stew Brooks reported on the following: Over 50 people attended the last training in Brewer. He had a lots of good help setting up and breaking down. Food came out good, and the training was good. Attendees were happy. Ben Breadmore noted there were a lot of new faces. Brent Lawson and Mike Day did a great job. Ben and Stew are planning to recognize Rodney Butler of Brewer with a special plaque for all his efforts helping set up Northern Chapter training over the last five years.

**Website/Technology Committee:** Don Fiske reported on the following: Nothing to report.

**Marketing Committee:** Ben McDougal reported on the following: MBOIA has a lot of swag remaining from the conference, approximately 30 coffee mugs and 40 water bottles left. Ben said we can plan to sell these and use them as raffle items as well. No plans to purchase.

**Scholarship Committee:** Bill Longley reported on the following: Nothing to report.

**Sprinkler Coalition Committee:** Barb Skelton reported on the following: Nothing to report. Ben Breadmore added that the last MUBEC board meeting they’re going to develop a Technical Advisory Group (TAG) to look at sprinklers in one and two family homes.

**MBOIA Member of the Year Committee:** Brian Longstaff reported on the following: We’ll be updating the annual email blast to go out soliciting nominations. Brian Longstaff encouraged board members to think about members who would be worthy of a nomination. The blast will go out in August. Brian asked the board to let him know if they have any suggestions for changes to the nomination process. Otherwise, we will continue with the same process.

**50th Anniversary Committee:** Barb Skelton asked for assistance on getting the Legislative Sentiment framed and the original BOCA charter officially framed in a very nice frame. She will get a quote and bring it to the board for approval, before getting these framed. Barb suggested that these items be hung in the current MBOIA president’s office and to be transferred to future presidents for their office. ICC is releasing an article about the 50<sup>th</sup> anniversary. Barb was very impressed with the past presidents who attended the 50<sup>th</sup> anniversary. She’s going to continue to work on the anniversary book to include the 50<sup>th</sup> anniversary. She said she’d like to print off several copies to present to the “past presidents” who weren’t able to attend the event at either the Fall or December meeting. Ben Breadmore said he could present the one to Mike Nugent when he sees him in Kentucky in September.

**New Business:**

**New Members:**

**Active members & Subscribing members:**

Cole Pelletier	Code Enforcement/Community Planner	Town of Fort Kent	Active
Adam Jones	Code Enforcement Officer	City of Lewiston	Active
Christopher Bilodeau	Health Officer	Town of Norway	Active
Darren Commerford	CEO/Plan Reviewer	City of Portland	Active
Anne Goodblood	Code Enforcement Officer	Town of Unity	Active
Ryan Smith	Code Enforcement Officer	Town of Mechanic Falls	Active
Caitlin Legare	Alt CEO/Addressing Officer	Town of Minot	Active
Chris Reed	Fire Chief/EMA Director	Town of Rumford	Subscribing
Jerry Beaulieu	Fire Chief	Town of Arundel	Subscribing
Renald Tardif	Deputy Fire Chief	Town of Arundel	Subscribing
Anne Pelletier	Project Architect	KW Architects	Subscribing
Cy Wilkinson	Code Compliance Officer	City of Auburn	Active
James Francomano	Construction Analyst	Maine State Housing Authority	Subscribing
Thomas Varney		Atlantic Home Inspections LLC	Subscribing

Make Cy Wilkinson an “active” member. Chris Bilodeau – accept as active, as long as he is also the appointed CEO or plumbing inspector.

Motion made by Tom, seconded by Ben Breadmore, all approved the new active and subscribing memberships.

**Other:**

**Formation of Mentorship Committee** – In Werner’s absence, Mark Stambach asked that the discussion be moved forward to the next meeting.

Motion to table the Formation of Mentorship Committee to the next meeting made by Ben Breadmore; Stew seconded. The Motion carried.

Ben Breadmore and Mark Stambach both said they will be unable to attend the July meeting. Ben McDougal will cover the July meeting for Mark. Stew may be absent due to a house closing that day. Stew will let the board know. Don Fiske may be heading to New England meeting. Brian Longstaff said he may be on vacation. Tom Lister and Ben MacDougal can attend this meeting. This may end up being a non business meeting. Because the board wants to review location options/quotes for the 2023 Code Conference, Mark may end up calling a special board meeting, which can take place by Zoom, to review the options and decide on the venue.

Mark Stambach announced that a new edition of the Maine Land Use Law Book is coming out next month, produced by Southern Maine Planning & Development Commission in Saco. They’re \$15 each plus shipping. Mark asked the board for their thoughts about purchasing a bulk supply to sell at Membership Meetings. The Board agreed and Ben McDougal said he’d be willing to pick them up.

A Motion was made by Ben Breadmore seconded by Stewart Brooks to purchase 50 of the new Maine Land Use Law Books. Motion passed.

Mark said we would make an announcement prior to the meetings to let folks know that these books will be available for purchase by checks made out to MBOIA.

Mark took a straw poll regarding asking board members for their “thumbs up” or “thumbs down” of removing sprinkler coverage requirements for single family homes in the most recent edition of the MUBEC code. Discussion ensued and members shared their opinion.

ICC Newsletter about the 50<sup>th</sup> Anniversary. Mark thanked everyone for putting the event together.

Unapproved

- F. **The Good & Welfare of the Association** – Mark stated that he was able to gather enough information for the ICC’s article about MBOIA’s 50<sup>th</sup> anniversary. The article came out very good.
  
- G. **Adjournment:** Motion made by Stew Brooks, seconded by Ben Breadmore, all approved to adjourn the meeting at 2:41 p.m.