

APPROVED



Maine Building Officials & Inspectors Association

Local Government Center • 60 Community Drive, Augusta, Maine 04330-9486

MBOIA Meeting Agenda

January 11, 2024 – 1:00 pm - Remote Access Zoom

- A. Call to order: Ben McDougal called the meeting to order at 1:02 p.m.
- B. Calling of the Roll of Officers: Ben McDougal, Barb Skelton, Greg Gilbert, Don Fiske, Mark Stambach, Ben Breadmore, Justin Brown, Jake Deslandes, Werner Gilliam, Jon Rioux, Ryan Smith, Jeff Wallace, Paul Demers, Chelsea Carl (MMA)

Excused Absence: Stew Brooks, Michael Falvey, Bill Longley, Brian Longstaff

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

- C. Review and acceptance of the minutes from the previous meeting – November 16, 2023

Motion made by Greg Gilbert, seconded by Ben Breadmore, all approved of the previous board meeting minutes on November 16, 2023.

- D. Communications and Bills –

Communications - Ben McDougal reported on a monthly virtual training series hosted by Rob Neale that covers code and fire topics for fire marshals on varying topics including medical gases, flammable refrigerants, commercial cooking, and sprinkler systems.

It is \$999 for access to the monthly code webinars. McDougal inquired to the group whether to purchase access to the service and share it with MBOIA members.

There was discussion about whether to offer this access to the membership. Mark Stambach thought that this would be a good way to draw in more fire service professionals in the MBOIA membership. There was further discussion about charging members a fee to gain access to this training, or whether the group would be able to spend funds on this opportunity.

Paul Demers offered to pay for it through a BRICKS grant, on the contingency that it is offered to code officials outside of MBOIA membership. Demers will investigate the accessibility of the program to state code officials prior to deciding on purchase.

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E. Financials: October 2023 - - Chelsea Carll reported on Don Fiske’s behalf. Assets as of 10/31/23 were \$52,300.79.

Bills since 11/16/23:

Date	Amount	Details
11.06.23	\$65	Personify Refund - OOB
11.17.23	\$1000.38	MMA October Services
11.17.23	\$1606.88	Stambach Reimbursements
12.05.23	\$690.91	McDougal Reimbursement 1
12.05.23	\$690.91	McDougal Reimbursement 2
12.06.23	\$266.81	American Awards
12.07.23	\$2,810.00	Green Ladle
1.02.24	\$35	Personify Refund - Hallowell

Motion to approve financials and bills as of 10/31/23 by Justin Brown, seconded by Ben Breadmore. All approved.

E. Report of Committees

- 1. By-Laws Committee** – Barb Skelton
Nothing to report.
- 2. ESBOF Committee** –Brian Longstaff
Ben Breadmore reported on the 75th Annual Educational Conference in Portsmouth NH this coming April 8-9. He reported that one of the educational offerings is a residential building inspector test academy. He reported that Rob Neale and Marcus Kellum will be presenters as the event, and Dick Lambert is the facilitator of the conference. Breadmore encouraged the board to attend.
- 3. Education Committee** – Jeff Wallace
Jeff Wallace reported that decisions need to be made for spring conference attendee rate, and MBOIA workshop calendar, and the group needs to determine the venue for the March Membership meeting on March 7.

Ben McDougal reported that the education committee met last week to review rates for the conference and spoke to the potential need to increase the rate for attendees. McDougal opened the floor to speak further to the agenda for the code conference, and a brief brainstorming session took place as a group. Topics brought up by the following board members, including:

- 2021 MUBEC update – Greg Gilbert
- Mechanical venting systems– Ryan Smith
- Solar – Ben McDougal
- Panasonic and Broan for the ERV, Maine Solar Solutions as a possible vendor (compete with Revision), Maybe MMA legal would be helpful for LD 2003 – Paul Demers
- Shoreland zoning & PFR – Mark Stambach (group recommended Jeffrey Kallnich, Collin Clark from DEP or Jonathan Maclain as speakers), Werner Gilliam suggested a speaker from NERPA
- General Code and online-permitting – Ben Breadmore

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Flood plane regulations training – Barb Skelton

Justin Brown asked about a vendor list that is used last year, and Chelsea will send a list of potential vendors and prior vendors from 2023 for future solicitations.

McDougal reported on the March Membership Meeting for March 7, and proposed doing their own catering for their own meeting at the Clarion. The group chose to stay with the Clarion for the March meeting.

There was a discussion about how much would be budgeted for catering and there was a discussion about raising the membership meeting fees.

Catering ideas included having Elsmere BBQ or Amatos/Subway were discussed. Chelsea will send ideas to the board for consideration. The board plans that in the event catering is available at Clarion in time for their event, they will go with their services, but if not will go with external catering.

For other proposed dates at Clarion (9/12 and 10/29), Chelsea will seek quotes from other venues including Keeleys and Green Ladle.

The code conference committee will revisit the review of the rates discussion prior to deciding whether to increase the attendee rate to around \$250.

Mark Stambach will be added to the Education committee for 2024.

4. **Legislative Committee – Vacant Position**

Werner Gilliam raised a question as to who will fill the chair position for 2024. Mark Stambach spoke about how he can be more involved in the legislative updates but has requested support tracking bills.

Werner Gilliam has volunteered to chair the committee, and Mark Stambach will join the committee. Paul will not be on the committee for 2024.

5. **NEBOEA Committee – Paul Demers**

Paul Demers reported that the joint eastern state and region 6 joint kickoff meeting for New England will be taking place next week in Marlboro Mass. Demers, Fiske and McDougal are on the committee. The NEBOEA meeting will be taking place October 7-9, 2024. Ben McDougal encouraged members to attend.

6. **NERC Region – Paul Demers**

Paul Demers reported that the NERC region is working in the code development process and spoke to Greg Gilbert's involvement pulling together two appeals to send the ICC. Paul invited the board to share feedback leading up to code hearings in April.

7. **Northern Chapter Update – Stewart Brooks/Michael Falvey**

Michael Falvey reported that the committee (Jeff, Mike, Stewart, and Ben Breadmore) is working on setting up training for the year. He is going to be reaching out to a new shoreland zone field rep in Bangor (or Sue Baker) for shoreland training facilitation. He spoke to plans for a training in June on subsurface wastewater disposal with Mike Day and Brett Lawson as facilitators.

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8. **Website/Technology Committee** – Don Fiske
There was nothing to report. Greg Gilbert brought up the idea of marketing the MBOIA spring conference and upcoming training opportunities via social media (Facebook, Instagram).
9. **Marketing Committee** – Ben McDougal
Ben McDougal reported that hats have been ordered for the code conference. There was a discussion if the group uses the 50th shirts or update for this year. The group decided to stick with the same 50th shirt design as last year.
10. **Membership & Nominating Committee** – Vacancy (2024)
The group brought up that the committee chair is vacant, and the group spoke about asking Bill Longley to chair.
11. **Scholarship Committee** – Bill Longley
Bill Longley was not present, and there was nothing to report.
12. **Sprinkler Coalition Committee** – Barb Skelton
Barb Skelton reported that sprinkler code for indoor dwellings is forthcoming.
13. **MBOIA Member of the year Committee** – Brian Longstaff
Nothing to report.
14. **Mentorship committee** – Jon Rioux
Jon Rioux reported that he met with the committee to define what their goals are as a committee, and will be circulating ideas to the list serv. They spoke to pairing up the board with new members, with a goal of 30 partnerships. They s

F. New Business

- New Members –

Ginifir Giddinge – Pownal Code Enforcement Office – Active – Paid

Theresa Wilson – Berwick Administrative Assistant – Subscribing – Paid

Mark Stambach will reach out to Ginifer Gidding for mentorship support, as she is new to the profession.

Motion by Barb Skelton to approve the applied members as presented, seconded by Greg Gilbert. All approved.

- March Meeting – Venue – decided upon earlier in the agenda.
- Cancellation Policy – Proposed Revisions

Chelsea Carll reviewed revisions to the current MBOIA cancellation policy so that it would better align with MMA's cancellation policy for workshops. The board agreed to adopt the revisions as proposed.

- Ebiz Memo & Budget

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Chelsea Carll reviewed the communication regarding ebiz that will be going out to membership this spring. Ebiz will allow MBOIA members to pay for event registrations via credit card, or invoicing as usual. In addition to this communication, Chelsea also let the board know that she will be in touch with the treasurer regarding an additional budget line for 2024 that will need to be added for credit card transactional fees.

F. Other

Mark Stambach reported that both Barb Skelton and Jessican Murphy requested refunds for the MUBEC cancellation fee. The group will review for the next meeting for vote.

Barb Skelton reported on a notice regarding former MBOIA President Bruce Smith regarding his health concerns and requested that his Go Fund Me page be circulated to the list serve. Barb will circulate the page to the moose chatter.

G. The Good and Welfare of the Association

Nothing to report.

I. Adjournment

Motion to adjourn by Ben Breadmore , seconded by Greg Gilbert at 2:31 PM.