



**March Membership Meeting & Training  
Maine Municipal Association  
Augusta, ME  
Thursday, July 11, 2024**

**AGENDA**

**A. Call to order:** Ben McDougal called the meeting to order at 12:45 p.m.

**B. Calling of the Roll of Officers:** Ben McDougal, Greg Gilbert, Don Fiske, Justin Brown, Jake Deslandes, Bill Longley, Brian Longstaff, Barb Skelton, Werner Gilliam, Jon Rioux, Stewart Brooks, Jeff Wallace, Nancy Martin (MMA)

Excused Absences: Mark Stamback, Ben Breadmore, and Michael Falvey

Guests: See class list for record of attendees 7.11.24

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 membership meeting – March 7, 2024**

Motion made by Stew Brooks, seconded by Jake Deslandes, all approved of the previous board meeting minutes on March 7, 2024.

**D. Communications and Bills paid since March 7, 2024, Membership Meeting**

Communications: Ben McDougal welcomed Assistant State Fire Marshal Gregory Day.

Mr. Day discussed the following items, and fielded questions from MBOIA members:

- The Office of the State Fire Marshal should have a replacement for Paul Demers within a month.
- The new adoption of MUBEC rules should be at the Secretary of State within two weeks of posting. Once posted, they will be posted for 30-days for comments.
- Any suggestions for training are highly encouraged. Please forward your recommendations to Greg Day: [Gregory.j.day@maine.gov](mailto:Gregory.j.day@maine.gov) or Ben McDougal: [Benjamin.mcdougal@capeelizabeth.org](mailto:Benjamin.mcdougal@capeelizabeth.org). Mr. Day stressed that there is plenty of grant money available for the MUBEC office to offer training through December 2024. They could potentially offer three training courses per month.

Treasurer Donald Fiske reviewed the bills paid since March 7, 2024, Membership Meeting:

<b>Date</b>	<b>Amount</b>	<b>Details</b>
3.7.24	\$27.50	Refund- Glenburn
3.7.24	\$46.01	Refund - Jake Deslandes
3.8.24	\$30	Refund - Gorham
3.12.24	\$30	Refund - Portland
3.13.24	\$14.83	MMA January Services
4.1.24	\$250	Refund - Ben McDougal
4.4.24	\$130.82	A&W Promotional Products
4.5.24	\$62	MMA Services
4.10.24	\$148.96	Reimbursement to Stewart Brooks
4.17.24	\$500	ICC Day of Service Sponsorship
4.23.24	\$148.87	MMA April Services
4.26.24	\$977.57	Reimbursement to Ben McDougal

4.26.24	\$2,365.42	MMA March Services
4.29.24	\$235	Refund - Standish
5.3.24	\$50	Refund - Lewiston
5.16.24	\$44.14	Reimbursement to Paul Demers
5.17.24	\$64.36	Colorgraphics
5.21.24	\$25,360.30	Sugarloaf
6.11.24	\$500.00	Elks Club Deposit 10.31.24
6.11.24	\$500.00	Elks Club Deposit 11.1.24
6.12.24	\$671.25	MFCA Legislative Breakfast sponsorship

### E. Treasurers' Report: January – May 2024

Don Fiske reported total assets as of January 31, 2024, was \$34,953.60; as of February 29, 2024, was \$36,649.92; as of March 31, 2024, was \$36,905.73; as of April 30, 2024, was \$61,631.45; and as of May 31, 2024, was \$49,035.81.

Motion made by Bill Longley, seconded by Stew Brooks, all approved the January – May 2024 financial reports as presented.

### F. Report of Committees

1. **By-Laws Committee** – Barb Skelton, nothing to report. A proposal to raise membership dues for 2025/2026 by \$10 (increase from \$35 to \$45 per year) will be discussed at the September/December meeting. Ben McDougal stated the proposed increase of \$10 is being considered to keep up with inflation.
2. **ESBOF Committee** – Brian Longstaff reported that committee meets at 2:30pm today (7/11/24). Bill Nash reported that during today's meeting, the group will discuss where to hold their April 2025 event. They are focusing on Connecticut, perhaps at a seaside community. More information to follow.
3. **Education Committee** – Jeff Wallace stated he was working on the September meetings, trying to line something up with the electrical office. Ben McDougal thanked Jeff for all the work he has done on the Education Committee and the Spring Code Conference. He reported that the numbers after the Spring Code Conference are looking good, a good healthy budget.
4. **Legislative Committee** – Werner Gilliam reported there is nothing new going on at this point. He does have a collection of what has passed, and his goal is to post a comprehensive highlight sheet with links on Moose Chatter. The sheet would include what has passed, what has changed, and what we need to be prepared for. Ben McDougal offered to work with Mr. Gilliam on the fact sheet.
5. **NEBOEA Committee** – Ben McDougal announced that NEBOEA will meet on October 7 – 9, 2024, at UMass Amherst. Paul Demers stated the program is set; they just need to get registration information out. Additional details regarding the October and the registration link are located here: <https://umasshospitality.com/registration>.

Bill Nash said potentially ICC transitions classes IRC and IBC will be offered in Maine. He also stated that John Gibson, one of the best trainers for ICC will hold a Transitions from “2015 IRC to the 2021 IRC” workshop.

6. **NERC Region** – Paul Demers, reported they focused on code development. He reminded members that every Tuesday, from 9:00 a.m. to 1:00 p.m. the group meets via Zoom. This is a great opportunity to familiarize themselves with some of the codes and the changes that are in the works. It is also a chance to network with folks who would be willing to help you at a distance, if you are not familiar with some things. NERC is hosting picnic in Rhode Island on Friday, July 19<sup>th</sup>. They will discuss reimbursement policies: If folks are involved in code development there is an option to ask for sponsorship assistance to

attend functions such as: Annual Business Meeting (ABM) or one of the code hearing programs. Mr. Demers encouraged MBOIA members to attend the ABM in October, it will be held in Long Beach, CA. The hotel room rates are reasonable for the location (\$275+/- per night). From our region, Ben Breadmore is up for re-election and Steve McDaniel is running for Secretary/Treasurer, which puts him in line to run for President in two years. The more votes we have, the better. You must vote in person. Bill Nash reminded the group that they must be validated by September 21, 2024, to vote at the ABM. Mr. Demers stated that an ICC membership allows a minimum of four members per jurisdiction. Include your subordinates and make sure you use the free membership slots. Look for the scholarships and become involved.

- 7. **Northern Chapter Update** – Stew Brooks/Michael Falvey, no report.
- 8. **Website/Technology Committee** – Don Fiske announced that Jake Deslandes joined the committee.
- 9. **Marketing Committee** – Ben McDougal, no report.
- 10. **Membership & Nominating Committee** – Bill Longley, no report
- 11. **Scholarship Committee** – Bill Longley, no report.
- 12. **Sprinkler Coalition Committee** – Barb Skelton, no report.
- 13. **MBOIA Member of the Year Committee** – Brian Longstaff, opened discussion on renaming the Member of the Year to Code Officer of the Year.

Motion made by Justin Brown, seconded by Stewart Brooks, all approve renaming the Member of the Year award to Code Officer of the Year.

- 14. **Mentorship Committee** – Jon Rioux, stated they have paired the members up and they will check in with them in a couple of months. The committee will probably hold one more meeting to come up with a couple of ideas. When asked how many pairs, Mr. Rioux responded, four and four.

**G. Unfinished Business – no unfinished business.**

**H. New Business**

New Members:

Active Membership

Nicholaus Richard	Deputy Director of Code Enforcement	City of South Portland
Amy Barkley Roy	Health Inspector/Deputy Plumbing Inspector	City of South Portland
Melody Sainio	Code Enforcement Officer	Town of Warren
Thomas Moore	Code Enforcement Officer/LPI	Mechanic Falls
PENDING FORM& PMT? Tim Nelson	Deputy Code Enforcement Office	Old Orchard Beach

Subscribing Membership

Ethan Matthew Hutchins	Production Superintendent	BELFOR USA
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Motion made by Brian Longstaff, seconded by Stewart Brooks, all approved the active and subscribing memberships as presented.

**I. The Good and Welfare of the Association**

Brian Longstaff is looking for additional members to join the Eastern States Building Officials Federation (ESBOF). He will stay on until the next conference and is willing to step aside if someone has a passion for this, he is willing to step aside. Bill Nash encouraged MBOIA members to consider giving back by joining ESBOF or one of the other committees.

Ben Recognized Barb Skelton, she is retiring soon. Barb has been an MBOIA member for many years and is a past recipient of the President's Award. She has been an amazing asset to this organization and to the code community for a long, long time. She will be missed.

Motion made by Ben McDougal, seconded by Bill Longley, all approved Barb Skelton becoming a Lifetime Honorary Member of the MBOIA.

**J. Adjournment**

Motion to adjourn by Stew Brooks, seconded by Don Fiske at 1:37 p.m.