

APPROVED



Maine Building Officials & Inspectors Association

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

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**MBOIA Meeting Agenda**  
**October 10, 2024 – 1:00 pm - Remote Access Zoom**

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A. Call to order: Ben McDougal called the meeting to order at 1:06 p.m.

B. Calling of the Roll of Officers: Ben McDougal, Greg Gilbert, Ben Breadmore, Justin Brown, Jake Deslandes, Bill Longley, Jon Rioux, Don Fiske, Werner Gilliam, Jeff Wallace, Mark Stambach, and Chelsea Carll (MMA).

Excused Absences: Paul Demers, Brian Longstaff, Stew Brooks

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 – June 13, 2024

Motion made by Bill Longley, seconded by Justin Brown, all approved of the previous board meeting minutes as amended on June 13, 2024.

D. Communications and Bills – Financials: April – July 2024

Communications: Ben McDougal reported that he distributed all letters of support for ICC board candidates. He also reported that he is attending the ICC Conference in California, among Greg Gilbert, Paul Demers, Ben Breadmore, and Mark Stambach. McDougal may request reimbursement from MBOIA for his travel expenses.

Financials:

April 2024 – Don Fiske reported that total assets as of April 30, 2024 were \$61,631.45.

May 2024 – Don Fiske reported that total assets as of May 31, 2024 were \$49,035.81.

June 2024 - Don Fiske reported that total assets as of June 30, 2024 were \$48,624.35.

July 2024 - Don Fiske reported that total assets as of July 31, 2024 were \$49,031.45.

Ben Breadmore thanked the board for supporting his ICC campaign expenses.

Motion by Bill Longley to dispense reporting bills paid in an itemized list, seconded by Jake Deslandes. All approved.

Greg Gilbert reported that only board members are currently occupying the committee list and proposed that other members from outside of the board join committees. The board will bring this up in new business.

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Motion by Ben Breadmore, seconded by Greg Gilbert, to approve the financial reports as presented for April – July 2024. All approved.

E. Report of Committees

1. **By-Laws Committee** – Justin Brown

The board spoke about appointing Justin Brown as the new Secretary since Barb Skelton's departure from the board. Justin Brown also expressed an interest in taking the role as By-Laws Committee chair, and the group agreed to appoint him to that role.

Justin referenced a proposed increase in membership dues amount from \$35 to \$45 annually that has been discussed at prior meetings this year, and would need to be updated in the bylaws.

Ben McDougal said that a meeting is needed by the By Laws sub-committee to identify and propose possible changes to membership. Ben McDougal said that there is another update needed to the membership section to include a state building official as a qualifying active member, rather than subscribing member. There was a discussion about membership eligibility for SFMO members.

Justin Brown will coordinate a bylaws committee meeting to review the bylaws, and will make a summary to membership for the December meeting for a vote. Ben Breadmore reminded all that all members need 10 days' notice to by laws changes prior to a vote, and they intend to communicate changes to membership via the Moose chatter.

2. **ESBOF Committee** –Brian Longstaff

Brian Longstaff was not in attendance. Ben McDougal reported that their spring training conference training is underway. Greg Gilbert has reported that the board is working on increasing representation of the committee by adding one more representative per state.

3. **Education Committee** – Jeff Wallace

Jeff Wallace reported that Sue Baker and Werner Gilliam will be presenting for the December training. They are working on the presentation description for the brochure. Werner will contribute additional details for the brochure. Once received, MMA will work to open registration. Jeff reported that once the December program is completed, he will begin work on the spring code conference agenda.

Chelsea Carll reported on current registration counts for the four MUBEC training courses at the end of October to date: 10/29 has 50 registrants, 10/30 has 24 registrants, 10/31 has 40 registrants, and 11/1 has 32 registrants.

Ben McDougal requested a quote from Keeley's to expand their reservation to the full room. Chelsea will send him a quote.

Ben McDougal inquired on whether Ray Stanford, an electrician who works in commercial solar and battery storage, could be a potential speaker for the March membership meeting or Code Conference. Jeff Wallace will reach out to him on his availability.

4. **Legislative Committee** – Werner Gilliam

Werner Gilliam reported that he distributed a spreadsheet detailing bills from the past session to the group. Werner will also circulate to the membership. He may request Chelsea's assistance to distribute to membership.

5. **NEBOEA Committee** – Paul Demers

Ben McDougal reported that he attended the NEBOEA conference, and benefited from the networking, vendor and training opportunities. Jake Deslandes, Paul Demers, Don Fiske, Ben Breadmore and Jon Rioux were also in attendance. Jon reported that around 250 people attended. Don reported that there were over 30 walk-ins. The planning committee is working to attract more representatives from Maine in the future, and partner with MBOIA on its promotion.

6. **NERC Region** – Paul Demers

Ben Breadmore reported that code development meets on Tuesdays, and they are getting ready for elections at the ABM in Long Beach, CA. He hopes that there will be a good turnout from this region at the meeting. He said that Steve McDaniels is running for Secretary/Treasurer this year. He also reported that NERC is working on using their chapter benefit day to offer a virtual training for this fall and encourages the board to keep an eye out for that opportunity.

Greg Gilbert reported that the review of the Group A work is completed but will need more people to join to review their work in preparation for Group B hearings. He said there will be an ABM at the end of the month and encouraged participation.

7. **Northern Chapter Update** – Stewart Brooks

Ben Breadmore reported that the group is working on a training for November on legal issues with Attorney Roger Huber from Farrell, Rosenblatt & Russell, and will be limiting attendance to 40 in Brewer. Chelsea let the group know that MMA requires event information 8 weeks in advance to workshops. If they want MMA to service this event, please reach out to her, and she'll check their availability to assist. Greg Gilbert reported that the code dev group has finished its review of the group A public comment 1 comments and proposals. Those updated proposals will be heard again at the code hearings happening after the ABM in October (happening now). Public comments for proposal to the Group B code sections will be coming out at the end of the year and I encourage participation in assisting the review and commentary of the group b Proposals so that we can get any comments in from the region to have them be addressed for the first public comment hearings of group B which will be happening in April. There is only a limited time to get these comments in so the more help we get, the more thorough we can be and the more likely we will be heard and make sure the code is a positive change for our community.

8. **Website/Technology Committee** – Don Fiske

Jake Deslandes reported on the NEBOEA conference photos that he wants to post to the MBOIA LinkedIn page.

9. **Marketing Committee** – Ben McDougal

Ben McDougal reported that he is working on ideas for swag for the Code Conference and welcomes ideas from others. He suggested that they purchase MBOIA shirts for the board, since the 50<sup>th</sup> anniversary shirts they have are a few years old now. He will contact the board about their preferences for board shirts.

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Greg Gilbert suggested stickers or pins to hand out at regional conferences. Ben McDougal supports the idea of pins/stickers, and potentially have some in time for the annual conference.

### 10. **Membership & Nominating Committee** – Bill Longley

The membership applications will be addressed under new business. He inquired to the board about the slate that will be needed for the December meeting. Bill will coordinate a committee meeting and he has requested that Chelsea summarize the vacant seats needed to fill for 2025 board list.

Motion by Bill Longley, seconded by Ben Breadmore, all approved Justin Brown as the MBOIA Secretary.

### 11. **Scholarship Committee** – Bill Longley

Bill Longley reported that there's three membership scholarships to be awarded.

### 12. **Sprinkler Coalition Committee** – Bill Longley

Bill Longley is now formally the chair of the sprinkler committee following Barb Skelton's leave of the board. Bill did not have a report for today.

### 13. **MBOIA Member of the year Committee** – Brian Longstaff

Brian Longstaff was not in attendance, and Chelsea reported that there has been one application so far.

### 14. **Mentorship committee** – Jon Rioux

Jon Rioux gave a progress report on pairing mentors to mentees.

Mark Stambach reported on the Scholarship Committee that there are still three vacant scholarship vacancies to fill for the code officer safety training. He will circulate this opportunity on the list serv to fill those spots.

Greg Gilbert spoke to the need to draw more members of MBOIA to serve on committees. Chelsea forwarded last year's "Interested in Committee" report received from 2023-2024 renewals.

Greg Gilbert also proposed that MBOIA set up a scholarship fund for the Code Conference for a member looking to attend. The group spoke about adding a free code conference registration as a prize for the December meeting raffle.

Motion by Greg Gilbert for the raffle prize, seconded by Justin Brown, all approved to add a free Code Conference registration to the December meeting raffle.

Ben McDougal congratulated Chelsea Carll on her pregnancy.

## F. New Business

- New Members

Bill Longley presented the following active and subscribing applications submitted for approval.

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Active:

Nanette Redmond	Deputy CEO	Dover-Foxcroft
Dylan Muldowney	Assistant Code Enforcement	Kennebunk
Charles Worcester – didn't pay admin fee	CEO LPI	Canaan

Subscribing:

Louis Fowler	Field Technical Manager	Schluter System
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Bill noted that Charles Worcester needs to pay an additional \$10 admin fee.

Chelsea Carll presented three additional membership applications that were submitted a few days before the meeting. These three indicated they want Subscribing membership, but may qualify for Active membership:

Gregory John Mulcahy	CEO/Constable	City of Sanford
Jason Williamson	Assistant CEO	Town of Raymond
Shawn Collins	CEO/LPI	Town of Enfield

Chelsea Carll will send the three applications to Bill Longley to determine their membership tier to add in the database.

Motion made by Mark Stambach, seconded by Don Fiske, all approved the active and subscribing memberships as presented with the condition that Charles Worcester pays the admin fee. All approved.

Mark inquired on counts for MUBEC registrations and Chelsea reiterated those numbers.

Ben Breadmore thanked the board again for their support of his ICC campaign.

Justin Brown reported that their session at MMA Convention went well and was well-attended.

G. Other

H. The Good and Welfare of the Association

I. Adjournment

Motion to adjourn by Bill Longley, seconded by Justin Brown, at 2:09 PM. All approved.

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