



September Membership Meeting & Training
Keeley's Banquet Center
Portland, ME
Thursday, September 12, 2024

AGENDA

A. Call to order: Ben McDougal called the meeting to order at 12:42 p.m.

B. Calling of the Roll of Officers: Ben McDougal, Don Fiske, Jake Deslandes, Bill Longley Jr., Brian Longstaff, Werner Gilliam, Jon Rioux, Jeff Wallace, and Chelsea Carll (MMA).

Excused Absences: Mark Stambach, Justin Brown, Ben Breadmore, Michael Falvey, Stewart Brooks, Greg Gilbert

Guests: See class list for record of attendees 9.12.24

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 – July 11, 2024

Motion made by Jake Deslandes, seconded by Brian Longstaff, all approved of the previous membership meeting minutes on July 11, 2024.

D. Communications and Bills paid since July 11, 2024 Membership Meeting

Communications: Ben McDougal reported that Greg Gilbert was in a MUBEC board meeting today and could not attend. He also reported that Breadmore is running for a position on the board for the ICC Board of Directors. Breadmore has requested an additional \$1000 for his campaign expenses. McDougal spoke highly of the investment of Breadmore's campaign.

Motion by Alan Plummer, seconded by Bill Longley, to increase Ben Breadmore's ICC board campaign funding by \$1000. All approved.

McDougal reported that Barb Skelton has formally resigned from the board following her recent retirement. She was secretary, chair of the bylaws committee and sprinklers committee. Her position will be filled at elections at the annual meeting in December.

Treasurer Donald Fiske reviewed the bills paid since July 11, 2024, Membership Meeting:

Date	Amount	Details
7.8.24	\$679.51	Reimburse Stewart Brooks NMBOIA workshop meals
7.8.24	\$2067.12	Parsonage House 7/11 Catering
7.17.24	\$1,144.01	Reimburse Ben Breadmore for ICC board trip expenses
7.17.24	\$250	Reimburse Ben Breadmore for ICC Gold Sponsorship
7.24.24	\$27.50	Refund - Waterville
8.5.24	\$2,922.40	MMA May Services
8.7.24	\$55.00	Refund – Bar Harbor

9.3.24	\$1,182.12	Reimburse Ben Breadmore for ICC campaign expenses
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Don Fiske reported that Sugarloaf has submitted a proposed contract to return to their venue for the 2025 Code Conference. The financial consideration for the deposit was on the table. The group made an informal consensus to return to Sugarloaf.

There was a group discussion about the need for more activity in the evening of Day 1, since most amenities are closed in the off-season. McDougal spoke to the benefits of the networking suite and local amenities.

E. Report of the Officers' and Treasurers' Report: June 2024

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

Motion made by Brian Longstaff, seconded by Alan Plummer, all approved the June 2024 financial reports as presented.

F. Report of Committees

1. **By-Laws Committee** –

Ben McDougal reported that the chair for the bylaws committee is vacant, as Barb Skelton has formally stepped down from the board. He spoke about an anticipated proposed increase to the membership fee by \$10 to circulate to the membership at the annual meeting in December.

2. **ESBOF Committee** – Brian Longstaff

Brian Longstaff reported that the committee met virtually on Monday and announced that next year's conference will be in April in Mystic Connecticut at the Hilton.

3. **Education Committee** – Jeff Wallace

Jeff Wallace reported that MUBEC workshops brochure has been finalized, and registration should be open in a week. December training is coming together with Werner Gilliam's assistance. Jeff will be focusing on the planning for the Code Conference next. McDougal spoke with Jason Todd, who presented today, about presenting at the Code Conference. There was a discussion about other programming ideas.

4. **Legislative Committee** – Werner Gilliam

Werner Gilliam had nothing to report, as the legislature is not in session.

5. **NEBOEA Committee** – Paul Demers

Ben McDougal reported that Paul is at the MUBEC board meeting today. Ben spoke about the 2024 NEBOEA conference, taking place Oct 7-9 at UMass Amherst.

6. **NERC Region** – Paul Demers

Ben McDougal reported that there was a joint meeting with ESBOF in Rhode Island recently. Ben promoted their weekly Tuesday virtual lunch meeting, where recent work is on IBC updates.

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

Jeff Wallace reported that the training on September 18 has reached capacity. Sue Baker and Colin Clark are presenting.

- 8. **Website/Technology Committee** – Don Fiske
 Jake Deslandes reported that MBOIA now has an active LinkedIn account and has made their first post. He encourages members to visit the site and follow it to spread the word about the association.

- 9. **Marketing Committee** – Ben McDougal
 Ben McDougal reported there will be new board shirts this year, as the 50th anniversary shirts are out of date.
 Ben reported that he sold 7 hats at the membership meeting today, with all contributions going to the MBOIA scholarship fund.

- 10. **Membership & Nominating Committee** – Bill Longley
 Bill Longley will report the new members under new business.

- 11. **Scholarship Committee** – Bill Longley
Bill Longley had nothing to report. Ben McDougal reported on a scholarship inquiry for one of the quarterly workshops hosted by MBOIA. Ben McDougal proposed that MBOIA offer one scholarship per quarterly workshop for an inquiring member.

 Motion by Jake Deslandes, seconded by Brian Longstaff to offer one scholarship per quarterly membership meeting. All approved.

 Ben McDougal will partner with MMA on developing a scholarship application form and process.

- 12. **Sprinkler Coalition Committee**
 No report.

- 13. **MBOIA Code Enforcement Officer of the year Committee** – Brian Longstaff
 Brian Longstaff reported that he will be working on a letter to membership to solicit nominations for the Code Enforcement Officer of the Year. He encourages a number of nominations so that there is a full slate to choose from.

- 14. **Mentorship committee** – Jon Rioux
 Jon Rioux reported that there are two more mentees that are seeking a mentor. Jon requested that any volunteer mentors reach out to Jon.

G. Unfinished Business

H. New Business

New Members:

Active Membership

Ms Courtney Farnum	Interim Code Enforcement Officer	Town of Thomaston
Mr John W Gibson	CEO/EMA Director	City of Caribou
Mr Zachary Herrick	Code Enforcement Officer/LPI	Town of Hope
Mr Lee M Thompson	Code Enforcement Officer	Town of Southport

Mr Robert Tibbetts	Code Enforcement Officer	City of Lewiston
Mr Adam Caldwell	Code Enforcement Officer	Town of Carmel
Mr Robert Forrest	Assistant Code Enforcement Officer	City of Westbrook
Ms Jessica Leighton	Code Enforcement Officer	Town of Fayette
Ms Kristiina Robinson	Acting Code Enforcement Officer	Town of Sebago
Mr Mark Stambach – reinstatement	Code Enforcement Officer	Town of Lisbon
Captain Matthew St Pierre	Fire/EMS CFI-1 Inspector	Hampden Fire Department
Matthew Lavigne	Building Inspector	City of Gorham

Subscribing Membership

Mr Joshua Dubois	Construction Analyst	Maine State Housing Authority
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Motion made by Bill Longley, seconded by Jason Daly, all approved the active and subscribing memberships as presented.

- **Bylaws Proposed Changes**
Ben McDougal will have these ready for formal approval at the December annual meeting.
- **Venue for Code Conference – Sugarloaf Contract**
This discussion was covered earlier in the agenda.
- **Sean Toomey ICC Board of Directors Letter of Support Request**
Ben McDougal reported that Sean Toomey, State Fire Marshal for New Hampshire, submitted a letter of support request to MBOIA via email in mid July. He is running for a position on the ICC Board of Directors at the 2024 ICC Annual Business Meeting, and would appreciate a letter of support from the MBOIA to the Chair of the ICC Nominating Committee.

Ben McDougal proposed submitting a letter of support for a number of candidates on one list. Brian Longstaff said that the board should make sure any of the candidates are also supported by NERC as well before submission.

- I. The Good and Welfare of the Association
No report.
There was a question regarding the status of Brent Lawson’s health. Ben McDougal
- J. Adjournment

Motion by Bill Longley, seconded by Don Fiske to adjourn the meeting at 1:15 pm.