

**Technical Codes and Standards Board Meeting Minutes**  
**Department of Public Safety, Office of State Fire Marshal**  
**November 19, 2024, 9:00 a.m. via Zoom**

**Board Members Present:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Michael Sauschuck, Commissioner of Public Safety, Board Chair/         | <input checked="" type="checkbox"/> Chair delegate Greg Day   |  |
| <input checked="" type="checkbox"/> Marc Veilleux, representing the State Fire Marshal's Office | <input checked="" type="checkbox"/> Mark Stambach, CEO representing a Municipality that is not a Service Center Community | <input checked="" type="checkbox"/> Tom Lister, CEO representing a Municipality that is a Service Center Community   |
| <input type="checkbox"/> Carl Chretien, representing Residential Builders                       | <input checked="" type="checkbox"/> Randy Poulton, representing Commercial Builders                                       | <input checked="" type="checkbox"/> David Matero, representing Maine Chapter of the American Institute of Architects |
| <input checked="" type="checkbox"/> Eric Dube, representing Structural Engineers                | <input type="checkbox"/> Mike Pullen, representing the Maine Historic Preservation Commission                             | <input type="checkbox"/> Michael Pulaski, Energy Efficiency Representative   |
| <input checked="" type="checkbox"/> Steve Martel, Mechanical Engineer                           | <input checked="" type="checkbox"/> Jay Horr, Lumber Material Dealer  | <input type="checkbox"/> Michael Stoddard, Representing Efficiency Maine   |

**Staff Present:** Greg Gilbert, Shannon Quintal

1. Call to Order – Determination of Quorum  
Meeting started at 9:03 AM. Quorum confirmed.  
Introduction of board members. Greg Day informed the Board that Michael Pulaski has been appointed as the new Energy Efficiency Representative.
2. Approval of Agenda  
Motion to accept the agenda.  
Motion by Randy Poulton, second by Marc Veilleux.  
8 in favor, 0 opposed.  
  
Agenda Amended: Added under Unfinished Business – Canadian Air Standard, Update on Maine Custom Codes, Update on Board Appointments. Added under New Business – Survey Funded by the BRIC Grant
3. Review and approval of the minutes:
  - A. September 12, 2024 Meeting minutes  
Motion to approve as submitted.  
Motion by Randy Poulton, second by David Matero.  
7 in favor, 0 opposed, Marc Veilleux abstained.
  - B. October 7, 2024 Meeting minutes  
Motion to accept minutes as presented.  
Motion by Steve Martel, second by David Matero.  
6 in favor, 0 opposed, Marc Veilleux and Jay Horr abstained.
4. Report from Board Chair:
  - A. Financial Update – shy of \$900,000 in the account, exact number not available at the time of the meeting.
5. Legislative update:
  - A. Current Legislative session update – No update, not currently in session.

6. Staff Report:

A. Recent training update

1. Training up to this point

a. MBOIA – Four training days in October presented by Rob Neale - first two days, same training, on updates on the IRC (~80 attendees in Portland, ~30 in Brewer), and Waterville had IBC Apartments (~50 attendees) and IBC Commercial Construction/Non-apartments (~40 attendees).

b. 80K/Legal Issues- Two-day training on November 13 and 14, in Gorham, presented by Amy McNally, Assistant Corporation Council City of Portland. Looking to have Amy McNally do more in the new year.

2. Planned Training – Working on upcoming training with Ray Stanford (past state electrical inspector) on NEC updates, Mike Day, State Plumbing Inspector, is planning a couple different locations all day plumbing class on Intro to Plumbing and test prep. Need to reach out to DEP for Land Use and Shoreland Zoning training for the beginning of the year. ICC Region 6 planning to have training in two weeks on emergency preparedness and disaster planning for municipalities and code officials.

3. Training outlook outline: Trying to build course series for new code officers with a focus on plan review and the other specifics on inspections.

B. MOCA Update: Greg Gilbert and Greg Day have met with people involved with MOCA - discussed basics of changeover of statute/rules, budgetary aspects, plan on applying for grants. No specifics at the moment, still waiting for more information, expect update around late February/early March. Will invite them to participate in the January meeting

C. ICC Conference Update – Greg Gilbert provided an overview of attendance at the ICC Conference in October. Had the opportunity to make contacts for rewriting exams and will send letters on what needs are.

7. Training and Certification Committee:

A. Report from Committee Chair, Eric Dube – Eric Dube provided an update on what the Training and Certification Committee has been discussing and some of the goals, including some items that may be helpful to include in the legislative report letter – what's been accomplished, legislative conflicts, issues of the board, funding and staffing.

8. Unfinished Business:

A. MUBEC Adoption – Public comment period ends November 29, no comments yet. If there are no comments, the next step is final review by the Attorney General's Office.

B. Canadian Air Standard – MIACQ will not provide copy of the code at their cost, will need to purchase to code. Christie Crocker, MIACQ, offered a CSA-326 training – the Office of State Fire Marshal needs to follow-up on getting it scheduled. Discussion led toward the idea to purchase a copy for the Board, with Steve Martel willing to look at it.

C. Maine Custom Codes- Update provided on the status of getting custom codes.

D. Board Reappointments – Board members who are expired will be receiving notice on interest in continuing to serve. Board members are able to continue to serve while expired. The State Fire Marshal's Office will send the list of appointment dates to the Board.

9. New Business:

A. Annual report to the legislature – intent to get a draft started for the December meeting, and to include the MOCA people in the process. Eric Dube referenced the three items from the Training and Certification Committee to start to give an outline - yearly report on what the Board has accomplished, legislative conflicts (such as Canadian Air Standard), and funding/staffing requests.

B. BRIC Funded Code Enforcement Survey – Randy Poulton would like to know more information on this survey and if the Board can have input on it – such as, to have added as part of the survey what municipalities enforce MUBEC and which ones require blower door testing. The BRIC survey will be going out by the University of Maine focused on town managers, code enforcement, fire departments and police departments with aspects around response times and community risk reductions.

C. Elevator Lobbies and Hoistway Opening Protection Interpretation – MUBEC adopted Chapter 30 of the IBC 2021 Code, Section 3006 – Marc Veilleux will look at the IBC compared to NFPA to see if there is a conflict and will get back to the Board.

**10. Public Comments:**

No public comment made.

Next Scheduled Meeting: December 19, 2024

Motion to adjourn.

Motion by Eric Dube, second David Matero

8 in favor, 0 opposed.

Meeting Adjourned at 10:42AM.

Respectfully submitted,

Shannon Quintal, Administrative Assistant