

**Technical Codes and Standards Board Meeting Minutes**  
**Department of Public Safety, Office of State Fire Marshal**  
**August 21, 2025, 9:00 a.m. via Microsoft Teams**

**Board Members Present:**

Michael Sauschuck, Commissioner of Public Safety, Board Chair/  Chair delegate Greg Day

Marc Veilleux, representing the State Fire Marshal's Office

Mark Stambach, CEO representing a Municipality that is not a Service Center Community

Tom Lister, CEO representing a Municipality that is a Service Center Community

Carl Chretien, representing Residential Builders

Randy Poulton, representing Commercial Builders

David Matero, representing Maine Chapter of the American Institute of Architects

Eric Dube, representing Structural Engineers

Mike Pullen, representing the Maine Historic Preservation Commission

Michael Pulaski, Energy Efficiency Representative

Steve Martel, Mechanical Engineer

Jay Horr, Lumber Material Dealer

Michael Stoddard, Representing Efficiency Maine

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

1. Call to Order – Determination of Quorum  
Meeting started at 9:04 AM. Quorum confirmed.  
Introduction of board members.

Jeffrey LaPierre introduced, awaiting appointment for the Mechanical Engineer seat.

**1. Review and approval of the past meeting minutes:**

- A. July 17, 2025 Minutes

Motion to approve the minutes as written.

Motion by Randy Poulton, second by David Matero.

5 in favor, 0 opposed, Mike Pullen, Jay Horr, Carl Chretien and Marc Veilleux abstained.

Greg Day requested that Board members raise hands before speaking. Randy Poulton requested that motions be read back before voting for clarity of vote.

**2. Approval of Agenda:**

Motion to accept agenda order as prepared.

Motion by Mike Pullen, second by Mark Stambach.

7 in favor, 0 opposed, Eric Dube and Michael Pulaski missed from vote.

Randy Poulton requested adding under “New Business” the proposal to allow one stairway in six-story buildings under LD1375, CEO Survey Results, and Hill View Mini Barn dwelling unit situation.

**3. Report from Board Chair:**

- A. Financial Update – Greg Day provided currently into 17% of this year's budget, current budget is at \$210,840, funds moving to MOCA is at \$930,000.

**4. Legislative update:**

- A. Session ended – Tabled until 2<sup>nd</sup> Session

Maine Utilities is back in session next week, appears they are bringing people in early for carry-over items, will monitor.

## 5. Staff Report:

### A. Training Update - Greg Gilbert

Immediate trainings coming up:

- i. ASHRAE, a Residential session and a Commercial session, presented by Shums Coda, 3-hour afternoon webinars.
- ii. Community Colleges- Working on securing regular locations to hold trainings and would just need to get the trainer there.
- iii. Shoreland Zoning - Working with Colin Clark, DEP, on scheduling training for end of September/beginning of October. Outdoor/classroom session possible.
- iv. Plumbing Training— Working with retired State Plumbing Inspector Mike Day and Brent Lawson, State Site Evaluator/Plumbing Inspector on doing another plumbing training.
- v. Working on another Fire Stopping/Separation training with Wayne Barrow.
- vi. Other organizations - Passivhaus training on energy for 9/17 and 10/16, more information can be found on their website, information for the general public as well. MBOIA Elks Lodge on Sept. 11 and October sessions, Portland 10/28, Brewer 10/29, and Waterville 10/30 and 10/31. These events will be added to the calendar as well.

### B. MOCA Update – Samantha Horn recognized to speak to give an update on the MOCA transition. Provided the transition date is set for September 24, 2025 and gave an overview of the items being worked on, getting a better understanding of the program need and planning ahead for after transition to increase capacity within the program, creating a list of vendors to make scheduling training easier. Seven programs coming into MOCA with a public launch planned for November for a public launch.

Eric Dube stated a priority in getting the custom codes contract language ready so that it can be signed as soon as able. Also expressed concern over how notification of the transition will be communicated. Samantha Horn provided that MOCA has a communications person that will put together a communications plan and welcomes information on contacts/resources to include in the notification.

Randy Poulton suggested incorporating into the annual legislative report how many calls/emails Greg Gilbert receives for assistance to strengthen support on the need for additional staff. Carl Chretien mentioned that repeat inquired should be noted to provide feedback to ICC, and Greg Gilbert noted he is working on a similar concept as direction for information sheets for the website.

## 6. Training and Certification Committee:

### A. Report from Committee - Chair, Eric Dube – met last week, focused on limiting the amount of phone calls by working on some checklist items for CEOs to give guidance and point to where to locate the information. The committee has a working document, and will need some follow up meetings, planning to meet more often, and will add check sheets to website after a board review/approval of the sheets.

One item that came up during the discussion was a question on the deciding entity on disagreements between engineer stamped plans or CEO interpretation.

**7. Unfinished Business:**

- A. Chapter 6 – Stretch Code Memo Draft – reviewed the drafted memorandum. Board made recommendations for modification.

Motion to move forward with cleaning up the language of the memorandum and adding a size of 200 square feet exempt for dormer in residential.

Motion by Carl Chretien, second by Mark Stambach.

Motion amended: Approve the document as modified, replacing the word “scope” with “application”, remove the phrase “at the recommendation of the Energy TAG”, and adding “by the MUBEC Board” after “determination was made” and in defining “new additions” add the language “of habitable space while exempting dormers under 100 sf.” In addition, the memorandum of interpretation shall be numbered, in ascending order for future memorandums.

6 in favor, 3 opposed. Eric Dube, Marc Veilleux, and Jay Horr opposed.

Discussion on reasons why individuals opposed, stating concerns over creating special rules because people have a problem with complying.

Samantha Horn inquired about the ability for formal interpretation and if there was a potential need to change the statute for more authority to do so.

- B. Chapter 6 – Energy Code update / legal follow up – Tabled until information provided.

- C. Bulkhead doors – Discussion over if bulkhead doors meet the requirement for EERO. Motion to release a memorandum of interpretation stating “Bulkhead doors are acceptable and allowed as Emergency Escape and Rescue Openings (EERO) in compliance with IRC Chapter R310.”

Motion by Carl Chretien, second by Randy Poulton

9 in favor, 0 opposed.

**8. New Business:**

- A. Title 30-A, §4451. Training and certification for code enforcement officers, subsection 6: Removing the certification from a CEO. Discussion on this reference in statute and the Boards opinions on it and possibility of modification.

Samantha Horn recognized to speak regarding an increase in complaints recently and potential for responsibility to follow up on complaints and how that may impact the budget. Current statute has only remedy as district court to remove certification, with no in-between options. Discussion intended to just be general, no proposals at this time.

- B. LD 1375 working group topics of interest- Working group to reduce regulatory barriers in housing construction. Meetings have been held as an opportunity to address issues, one of them being Randy Poulton’s concern of proposal of a single stair access in a six-story building, and feels this is something that should be of concern to the Board.

Samantha Horn suggested that the work group has substantial information, so any concerns that are presented would be better approached with supporting analytical data.

- C. CEO Survey Results- no results back. Meeting next week.
- D. Dwelling Units/Camp Structures (“Hill View Mini Barns”) – Board discussed the concerns over this issue. The Board recognized Peter Holmes to give an overview of the requirements of manufactured homes. Board determined it would be best to bring the issue to the IRC TAG to better organize information on concerns. Tom Lister to chair.

**9. Public Comments:**

Christy Crocker – MIAQC is hosting another round of the ventilation certification course, which is a 3-day training on October 3, 10, and 17<sup>th</sup>. Information will be emailed to Greg to add to calendar.

Jeffrey LaPierre – resent email with forms for Board appointment. Greg day will follow up with the commissions board.

Proposed Next Meeting Date: No September meeting, next meeting will be in October.

Motion to adjourn

Motion by Marc Veilleux, second by Mark Stambach

8 in favor, 0 opposed, Michael Pulaski missing from vote.

Meeting adjourned at 12:20PM.

Respectfully submitted,  
Shannon Quintal, Administrative Assistant