

Technical Codes and Standards Board Meeting Minutes
Maine Office of Community Affairs
October 16, 2025, 9:00 a.m. via Microsoft Teams

Board Members Present:

- | | | |
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| <input checked="" type="checkbox"/> Samantha Horn, Director of Maine Office of Community Affairs / <input checked="" type="checkbox"/> Chair delegate Greg Gilbert, State Building Official | | |
| <input type="checkbox"/> Marc Veilleux, representing the State Fire Marshal's Office | <input 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 checked="" 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 checked="" type="checkbox"/> Mike Pullen, representing the Maine Historic Preservation Commission | <input checked="" type="checkbox"/> Michael Pulaski, Energy Efficiency Representative |
| <input checked="" type="checkbox"/> Jeffrey LaPierre, Mechanical Engineer | <input checked="" type="checkbox"/> Jay Horr, Lumber Material Dealer | <input type="checkbox"/> Michael Stoddard, Representing Efficiency Maine |

Staff Present: Shannon Quintal

1. Call to Order – Determination of Quorum

Meeting started at 9:02 AM. Quorum confirmed.
Introduction of board members.

2. Review and approval of the past meeting minutes:

A. August 21, 2025 Minutes

Motion to accept.

Motion by Carl Chretien, second by Jeffrey Lapierre

8 in favor, 0 opposed, Tom Lister abstained

Question on the reference to “Maine Utilities” note in the minutes. It was determined that while “Maine Utilities” was stated, the intent of the reference was the Committee on Energy, Utilities, and Technology.

Request to consider ways to mark the minutes between the draft and approved minutes other than the “draft” watermark.

3. Approval of Agenda:

Motion to approve the agenda.

Motion by David Matero, second by Carl Chretien

9 in favor, 0 opposed.

4. Report from Board Chair:

A. Jeffery LaPierre – Representing Mechanical Engineers – Jeffery LaPierre was introduced as the new board member for the Mechanical Engineer seat, replacing Steve Martel.

B. Financial Update – Samantha Horn provided an update. Specific amount of the fund was unavailable at the time of the meeting due to it still being in the process of transitioning accounts to MOCA, but there have not been any substantial expenses so it should be about the same as the last update. There is a plan to do a financial order within the next twelve months to use some money in the reserve account to be put

towards hiring someone on a temporary contract to provide help to the program with technical assistance, materials development, and training. There is a need to advocate for additional funding sources. A year's worth of funds will be retained in the reserve account.

5. Legislative update:

- A. 132nd Second Session – The session has started and bill names have been released. There are no significant detail on what bills entail, but will monitor.
- B. Title 30-A, §4451 Certification; terms; revocation. Proposed language revision – There will be a bill this session regarding handling consumer complaints about code officials. Recent complaints have drawn attention to that the statute is vague and refers everything to district court without intermediate remedy. It is not a constructive way for managing professional certification and impacts budgets with investigations. Consulting with Kent Avery at the Attorney General's Office and the Fire Marshal's Office, a request for a bill has been filed and accepted by the governor's office and expect to see it from the revisors office soon. As the process progresses, there will be opportunity to for comment on improvements.

6. Staff Report:

- A. Training Update – decent mixture of code enforcement, contractors and design professionals participated in recent trainings.
 - I. Residential Ventilation – 08/26/2025, presented by Josh Harmon, Shums Coda, had 70 online attendees
 - II. Commercial Ventilation – 09/09/2025, presented by Josh Harmon, Shums Coda, had 52 online attendees
 - III. Commercial Construction Firestop - 10/08/2025, presented by Wayne Barrow, Vericon, in Wells had 36 in-person attendees.
 - IV. MMA Building Codes Update – 10/09/2025 – Greg Gilbert participated in panel going over changes in the code program and answering questions, joined with members of the executive board of MBOIA, had about 20-30 municipal officers, only 6 were CEOs.
 - V. Commercial Construction Firestop -10/10/2025 – presented by Wayne Barrow, Vericon, in Newport had 24 in-person attendance
 - VI. Shoreland Zoning – 10/15/2025 – held at Sebago Lake State Park, presented by Jeffrey Kalinich, DEP, had 26 in-person attendees.
 - VII. Upcoming Training– MBOIA has a week of training at the end of the month. The office will try to get another training before the end of the year in December. The office is currently working on a training and venue schedule for next year to get details out ahead of time.
- B. Custom Codes – Samantha Horn provided an update on the contact process for custom codes. There is a concern by OIT about putting a link to a webpage for custom codes as it may be considered an information technology activity that requires a special kind of contract. Samantha is working on getting the answer to this and will elevate it to the next management level if not answered in a week.

Randy Poulton shared how beneficial the premium codes access is. Greg Gilbert will add Jeffrey LaPierre to Board member access.

- C. MOCA Update / New Services Available – Tentative Date: Nov 12, 2025 – General update on the status of the transition of the Building Codes program to MOCA. One of the items being worked on during the transition is a pre-qualified vendor list for training, which will be a more efficient procurement process. Interested parties should make sure to get on the list as they initial list as updates will not be available until an open enrollment period. A link will be sent to the board members to forward to anyone of interest. MOCA website and main phone lines should be active mid-November, with individual program pages following at a later date.

7. Training and Certification Committee:

- A. Report from Committee - Chair, Eric Dube gave an update on the committee. Focus has been working through basic checklists to help provide guidance to code enforcement officers on what to be looking for, still a work in progress, but will bring to board for review and feedback. Have been in contact with people at GOPIF on assistance with formatting for the new website.

8. Unfinished Business:

- A. Chapter 6 – Energy Code update / legal follow up – Tabled until information provided – Greg Gilbert will have memos for review at next meeting.

Discussion on if LD1375 causes a need for rulemaking, consideration should be given to clarify items in Chapter 6 in the process.

- B. LD 1375 working group topics of interest – brief overview on working group – Four groups created – Building Codes and Fire Safety, three meetings, but there may be additional, for the most part it concluded. Building Code/MUBEC/CEO has concluded as of this week. Zoning and Land Use start this morning, Greg Gilbert has not been a part of this group. Permitting working group starts next week on 21st. Act to create working groups to look at barriers to housing. Many topics related to elevator requirements, single stair egress in residential buildings. Other states and ICC 2027 code are looking into this more, on energy and insulation, enforcement coverage and uniformity. Amalia Siegel and Greg Payne are running working groups.
- C. IRC TAG Update – Update provided by Eric Dube. The IRC TAG meet regarding discussion of structures being used as residential housing that may not be code compliant with MUBEC/Manufactured Housing Board. At the meeting, the TAG created a list of types of homes and the codes that would regulate them to define if there's a problem. In identifying some concerns, a follow up meeting will discuss defining types, potential problems, where they fall under and will present to the Board for discussion on next steps. One of the concerns being shed homes, and factors such as life safety issues, ventilation, fire protection, etc. Discussion on the importance of MUBEC and keeping costs affordable. Non-compliant alternative housing options create an unfair competitive advantage and raises the question of if users are aware they may not be getting a code compliant home.

9. New Business:

- A. Annual Legislative report – The Board was provided a copy of last year's report as reference and asked to provide comments for this year's report to office staff by

November 5 to be incorporated into a draft to review during the November meeting. Follow up email to be sent.

- B. MUBEC Conflicts – there have been some conflicts mentioned, two of which were requested to be reviewed by the Board.
- a. IBC – Single stair building height requirements- in the IBC, under certain stipulations, a residential building can have a single stair for up to three stories. NFPA allows up to four stories. Discussion by the Board to consider the ability for fire apparatuses to reach up to four stories and if this would make it easier to repurpose commercial spaces into residential. David Matero provided that centerforbuilding.org has a lot of case studies on single egress.

Motion to allow up to four stories, single egress stair existing to align with NFPA 101.

David Matero, second by Carl Chretien.

Discussion on if a municipality can create a more stringent ordinance on number of stories. Greg Gilbert will get clarification from Kent Avery.

Amended: Motion to modify the MUBEC code regarding three-story apartments buildings to allow four-story apartments buildings single egress stair to align with NFPA 101 through the MUBEC conflict resolution memo.

Motion by David Matero, second by Carl Chretien.

7 in favor, 2 opposed. Tom Lister and Michael Pullen opposed.

Staff will put together language for board to review based on the MUBEC conflict resolution procedure. Question on how any conflicts/clarifications/additional modifications that come up as a result of the change will be addressed and can they be handled through the conflict resolution process without going through rulemaking. Discussion on decision tree reference to retaining the more stringent of the codes in conflict, and how that may impacts the conflict resolution.

Motion regarding the three to four story apartment buildings, if conflict resolution doesn't work, to proceed with rulemaking to align with NFPA 101.

Motion by David Matero, second by Carl Chretien

9 in favor, 0 opposed.

- b. IBC – Elevators – The adoption of the IBC Chapter 30 in the MUBEC rules conflicts the with Elevator and Tramway Safety Programs rules. Discussion primarily focused on elevator size requirements and the ability to accommodate stretchers. Elevator and Tramway Safety Program size requirement is based on ASME A17.1 standard. Discussion on removing Chapter 30 from the MUBEC rule adoption.

Motion to delete Chapter 30 from Chapter 3 of the MUBEC.

Motion by Randy Poulton, second by Carl Chretien

1 in favor, 8 opposed. Randy Poulton in favor.

Many Board members would like to review the contents of Chapter 30 before deciding to remove it entirely from the MUBEC adoption.

Motion for conflict resolution is to send it to the IBC tag for discussion on Chapter 30 to be able to work through some issues and bring back to the Board.

Motion by Eric Dube, second by David Matero.
9 in favor, 0 opposed.

Greg Gilbert will figure out the chair for the TAG. Smoke Curtains are in Chapter 30 and should be on the agenda for TAG meeting. Request for an additional question for the AG's Office on if other Boards amend their rules to accommodate other state laws/rules.

10. Public Comments:

No public comment made.

Proposed Next Meeting Date: November 13, 2025, in-person at MOCA.

Motion to adjourn.

Motion by Eric Dube, second by Carl Chretien
9 in favor, 0 opposed.

Meeting adjourned at 11:33AM.

Respectfully submitted,
Shannon Quintal, Administrative Assistant