

**Technical Codes and Standards Board Meeting Minutes**  
**Maine Office of Community Affairs – Division of Building Codes and Standards**  
**November 13, 2025, 9:00 a.m.**

Board Members Present:

- |   |   |  |
|---|---|--|
| <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 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 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 9:09 AM. Quorum confirmed.  
Introduction of board members.

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

A. October 16, 2025 Minutes

Motion to accept.

Motion by Carl Chretien, second by Jeff LaPierre

9 in favor, 0 opposed, Marc Veilleux and Mark Stambach abstained.

Discussion: Update heading to say Maine Office of Community Affairs instead of Public Safety, correct motion on item 9.B.a from “apartments” to “apartment buildings.”

**3. Approval of Agenda:**

Motion to accept.

Motion by Carl Chretien, second by Marc Veilleux.

Motion withdrawn.

Discussion to add review of letter on bulkhead doors to the agenda.

Motion to accept the agenda as modified by David Matero's addition of the bulkhead review.

Motion by Carl Chretien, second by Marc Veilleux.

11 in favor, 0 opposed.

**4. Report from Board Chair:**

- A. Code Officer Training Program with Maine Community Colleges – Greg Gilbert provided an update on the status of working with the community colleges work force development team and curriculum advisors on a Code Officer Certification program. Currently looking at the current testing and curriculum with hope of having one or two classes in the fall of 2026. Focus of the course will be on Land Use, Shoreland

Zoning, LPI and Legal Issues, and consideration of expanding into MUBEC topics and electrical.

- B. Financial Update** – No update currently, journaling of the first quarter expenses to MOCA is still in progress.  
Pre-qualified vendor list applications have opened. The Board should have received link to share with constituents that may be able to provide technical assistance, training, etc., to help the program.

Randy Poulton asked if the Board would be more involved in the budget under MOCA. Samantha Horn stated she would need to review the statute on if the Board has any budget responsibilities, but that in general achieving the goals of the program requires putting money where it matters to be most effective.

Carl Chretien asked if the Board would become member of ICC. Greg Gilbert provided to do so, the purchase of additional memberships would be required and the ability to do so is dependent on budget and priority of funds is on the training aspects of the program.

**5. Legislative update:**

- A. 132nd Second Session – two bills made it in front of HED Committee this is session. Neither will require action by the Board.
- a. LD 128 - An Act to Support Permitting of Certain Multifamily Housing Developments Under the Site Location of Development Laws- amends definition of subdivision.
  - b. LD 161 – Resolve, directing the Department of Agriculture conservation and forestry to convene a stakeholder group tasked with a comprehensive overhaul of modernization of the state subdivision laws.
- B. Title 30-A, §4451 – Decertification - proposed legislation to provide flexibility in handling complaints on a code official's certification and address issues at the lowest level possible without direct escalation to decertification. No finished language to view at the time of the meeting due to it still being in the Revisor's office.

**6. Staff Report:**

- A. Training Update – Working on a few more land use/shoreland zoning, but they may not be scheduled until the start of next year.
- I. MBOIA – IRC Wall Construction – 10/28/2025 (Portland) – IRC 2021 External wall bracing
  - II. MBOIA – IRC Wall Construction – 10/29/2025 (Brewer) – IRC 2021 External wall bracing
  - III. MBOIA – IBC Structural Changes – 10/30/2025 (Waterville) -
  - IV. MBOIA – IBC Fire and Smoke Protection – 10/31/2025 (Waterville)  
Mark Stambach and Greg Gilbert gave a brief update on these trainings. A notable item was that attendance was down compared to past years, possibly because the State has increased training available to code enforcement officers.

MBOIA has one more training on December 4 at the Green Ladle in Lewiston.

- B. Custom Codes – Received clarification on website needs for what needs to be referenced and have contract language to present to ICC. Tom Lister asked about periodic amendments.

Bill Nash, ICC, recognized to speak. Bill Nash clarified that the process to do the custom codes is fairly quick once contract details are done and that generally amendments are done relatively easily so there isn't typically a charge for updates.

Greg Gilbert also provided an update on REScheck- REScheck has updated to incorporate Maine modifications. The update will go live Friday, November 14, 2025.

## **7. Training and Certification Committee:**

- A. Report from Committee, Chair, Eric Dube – There hasn't been a Training and Certification Committee meeting since the last Board meeting. The next meeting is scheduled for next week. One of the items discussed before was Maine snow loads. Reviewed guidance document created for the ASCE Hazard Tool resource. Recommendation to add reference to "ground" snow loads.

Motion to accept this so Greg can put it up there.

Motion by Carl Chretien. No second.

Motion not needed to post resources online.

Motion to recognize SEAM's document, as revised based on this discussion, as the preferred guidance document to determine ground snow load in Maine.

Motion by Tom Lister, second by Randy Poulton

11 in favor, 0 opposed.

## **8. Unfinished Business:**

- A. IRC TAG Update – No meeting since last Board meeting. Focus of the meeting was to work on definitions of housing, conversation will continue at next meeting scheduled for 11/14/2025.
- B. LD 1375 working group – update – Working group of four smaller work groups, three of the four have finished discussions, the last will meet next week to finish up. A report will be submitted to legislature. Working group reviewed different aspects of construction to reduce barriers in housing construction whether it's cost or time frame or different aspects of the process. Modular construction was one item of discussion.
- C. Legal follow up and interpretation – Greg Gilbert provided a brief summary on the following items, with a more formal memo to follow.
  - a. Chapter 6 – Energy Code update – AG's Office Kent Avery's opinion is that the "and/or" change would be considered a substantive change on how it affects the adoption language so it would require rule making.
  - b. Adoption of rules more stringent than MUBEC - Adoption of rules by municipalities that are more stringent than MUBEC code. Language in the statute leads to believe it's possible, but other sections state cannot be. Kent Avery's

opinion was that municipalities may adopt, but cannot enforce rules that are more stringent. Greg Gilbert will seek further clarification on this.

- c. Conflict Resolution Procedures- Kent Avery's opinion is that the Board is not required to utilize the decision tree process to resolve conflicts, but if a conflict and proposed resolution is presented, the decision tree would need to be utilized. It is recommended that the Board vote on a process taken.

**D. MUBEC Conflicts Update / IBC TAG**

- a. IBC – Single stair building height requirements – Reviewed the document draft of language as recommended by the TAG.

Motion to accept this language to be inserted into the new code and will put the required information.

Motion by Carl Chretien, no second.

Motion withdrawn.

Motion to reconsider the Board 's vote on the amended motion from October 16th item 9.B.a.

Motion by Randy Poulton, second by Carl Chretien.

8 in favor, 1 opposed. David Matero opposed. Marc Veilleux and Mark Stambach abstained.

Discussion: Some Board members would like some time to review the information of the new language before voting to make sure the change accurately reflects the intent as different terms are used, for example, NFPA references “lowest level of exit discharge” where IBC references “grade plane.”

- b. IBC – Elevators- Discussion to be continued in IBC TAG, more information should be available for next meeting.

- E. Annual Legislative Report Draft – Tabled for next meeting. A few suggestions have been received, can send them out.

- F. Bulkhead Door Letter – Tabled for next meeting. Greg Gilbert was asked to send the bulkhead information for review prior to next meeting.

**9. New Business:**

**10. Public Comments:**

No public comment made.

Proposed Next Meeting Date: December 18, 2025

Motion to adjourn.

Motion by Michael Pullen, second by Mark Stambach.

11 in favor, 0 opposed.

Meeting adjourned at 12:12PM.

Respectfully submitted,

Shannon Quintal, Administrative Assistant