

STATE OF NEW HAMPSHIRE



Mechanical Safety Board

Office: N.H. State Fire Marshal's Office
110 Smokey Bear Blvd., Concord, NH
Mailing Address: 33 Hazen Drive, Concord, NH 03305
603-223-4289, FAX 603-223-4294



**MEETING MINUTES
MECAHNICAL SAFETY BOARD
October 16, 2013**

Timothy Dupont
Chairman
dupt@comcast.net

Omer Beaudoin
Vice Chairman
omeranddolly@comcast.net

Steven Chartier
Member
schartier@justcallheritage.com

Steve Labbe
Member
steve@paradimph.com

David Pelletier
Member
pelletierd@Ualu131.org

Lyndon Rickards
Member
rickards@eastern.com

Terrell Swain
Member
twain@capitalwell.com

William Trombly Jr
Member
bill@billtrombly.com

The scheduled meeting of the Mechanical Safety Board was held at 98 Smokey Bear Blvd, Concord, NH on the above date, beginning at 9:00 am. The members present and participating were Tim Dupont, Omer Beaudoin, Bill Trombly Jr., Dave Pelletier, Steven Chartier, Terrell Swain and invited guest Lyndon Rickards. Also attending were J. William Degnan, State Fire Marshal, Jeffrey Cyr, Chief Mechanical Inspector, Shana Warriner, Administrative Supervisor / Board Secretary and Matthew Labonte, Bureau Chief.

Fire Marshal J. William Degnan did introductions of the Fire Marshals Staff. He asked that all board members introduce themselves. Steve Labbe was unable to attend the meeting who is also a new board member. Went over 91A which describes meeting requirements and when public and non public happens.

Fire Marshal Degnan stated that the board needed to elect the chair and vice chair. Tim Dupont offered to be chair. Nominated by Omer Beaudoin and second by Bill Trombly Jr. Motion to elect Tim Dupont

chair all in favor. Lyndon Rickards nominated Omer Beaudoin as Vice Chair. Steve Chartier second. Motion to elect Omer Beadoin for vice chair all in favor.

Dean Milard from New Hampshire School of Mechanical Trades (NHSMT) decided not to go forward with his approval from the board to get his plumbing apprenticeship program at this time. Due to personal issues he didn't want to come forth with something that wasn't 100% ready. He is hoping within a month he will be ready. Bill Trombly Jr. asked to get copies of the program prior to next time board meeting. Motion to move to another meeting by Tim Dupont, 2nd by Terrell Swain and Bill Trombly Jr.

Proposed to go out of order of said agenda for a non public session by Tim Dupont.

On the motion of Bill Trombly Jr. and second of Omer Beaudoin the board voted to conduct a non public session for the purpose of discussing confidential board business, namely a matter which if discussed in public would likely affect adversely the reputation of a person, other than a member of the body or agency itself and records pertaining confidential information noting that such a non public session is authorized by RSA 91-A:3,II(c) and RSA 91-A:5,IV. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

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On motion of Terrell Swain and second of Omer Beaudoin the Board voted to go back into public session at 10:21am.

Upon the motion of Terrell Swain and second of Omer Beaudoin the Board voted to withhold and seal the minutes of the non public session from public disclosure pursuant to RSA 91-A:3,II on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member. Each member recorded his or her vote on the motion which passed by the unanimous vote of all members present.

Tim Dupont re-motined to nominate vice chair. Lyndon Rickards is not an official member of the board yet. Dave Pelletier nominated Omer Beaudoin second by Steve Chartier. All in favor. New vice is chair Omer Beaudoin.

Chief Cyr went over the rule break down. 100 rules are organizational breakdown, 200 rules are the disciplinary procedures, 300 rules are how to obtain a license, 400 rules are renewals how to keep your license, 500 rules are ethics and exceptions, the certifications are different from licensing 600 rules will be water treatment, and 700 rules will be oil heat technicians. Chief Cyr proposed to the board to get the 100 and 200 rules done first as they will be the easiest and are standard form agency to agency. The 300-500 rules will be most difficult and will require the most time. JLCAR will not be looking for rules right away. Suggest packaging 300-500 together for filing. All changes should be done electronically opposed to paper so nothing gets lost and issues don't arise. Electronically you can track changes. Then final and proposed rules can go to JLCAR in paper form. Chief Cyr noted to the board that the Fire Marshals Office has been working behind the scenes in the interim until the board came about. Presentations will be made in future meetings.

SB189 is the law and the rules support the law governs the rules. SB189 is now 153.

Tim Dupont asked Chief Cyr to just go through Statue RSA 153.

Representative Schuett was introduced by Fire Marshal Degnan. She was present to see the board for its first meeting.

Chief Cyr went through Statue 153 by subject. Steve Chartier asked for clarity on what was going to happen at the next meeting. Agenda items will include previous meeting minutes form prior board meeting, correspondence, non public session for criminal records / applications to be reviewed. Members will get agenda 3 days prior to next meeting and minutes.

Chief Cyr will be getting 100-200 rules in pdf version to board members before next meeting so that the board can go thru them prior.

Chief Cyr asked the board to address issues in regards to 153:36.IV specific to the exception for Water Systems Operator thru DES performing plumbing work without a license. Chief Cyr handed out language with pictures on the back to clarify wording. This is the only opportunity they have to

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get the language changed and it is due right away. Amendment would require anyone replacing or installing would need to be a licensed plumber and testing and repairing could be done by water systems operator. At this time the language doesn't read that way.

Tim Dupont motioned to accept the proposed changes to the wording of 153:36.IV second by Omer Beaudoin. Passed by 4:1.

Bill Trombly Jr. motioned for five minute break second by Omer Beaudoin.

Meeting was called back to session at 11:40 by Timothy Dupont.

Section Chiefs report was done by Chief Cyr. Chief Cyr asked everyone to turn to their binders to the monthly reports. Chief Cyr went over what is included in the monthly report. Licensing, inspections, closed cases and inspectors monthly reports. Chief Cyr informed the board that the inspectors will be coming into the future meetings to present and meet with the board and answer any questions that might be asked by the board. Board members will get this monthly report from Chief Cyr about a week before board meeting. Chief Cyr let the board know that the inspectors are working on getting ICC certified and continuing their education to be dual certified.

Chief Cyr informed the board that there has been work on continuing education for providers for 2014 and 2015. They will do a presentation to the board at a future meeting to get approval.

Chief Cyr noted that all inspectors have all they need to do their job from gas meters to clothing. They all have cars that are in good working order. There will be in the next bi-inium a need to budget for replacing cars as some of the mileage is getting up there.

Tim Dupont explained the 125% for the budget and how 25% goes to the general fund.

The board has agreed to meet the third Wednesday of the month at 9:00am. Annual meeting being held in July. Tim Dupont informed the board about the Building Code Review Board (BCRB) and how they meet the second Friday of the month at 10:00am at the Department of Safety, 2nd floor conference room. At this time he is the member who represents the Mechanical Safety Board until October 2014. If anyone at that time wishes to take over they are more then welcome.

A list of contact information will be provided to the board for all the members.

With no further business to address the Board meeting adjourned at 12:40 am. ***The next meeting of the Board will be November 20, 2013 at 9:00 a.m., 98 Smokey Bear Blvd, Concord NH 03301***