

**Technical Codes and Standards Board Meeting Minutes**  
**Department of Public Safety, Office of State Fire Marshal (via Zoom)**  
**November 30, 2023, 9:00 a.m.**

**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 (joined meeting 9:15am)

Eric Dube, representing  
Structural Engineers

Mike Pullen, representing the Maine  
Historic Preservation Commission

Kim Cheslak, Energy Efficiency  
Representative

Steve Martel, Mechanical  
Engineer

Jay Horr, Lumber Material Dealer

Michael Stoddard, Representing  
Efficiency Maine

Staff Present: Paul Demers, Shannon Quintal

1. Call to Order – Determination of Quorum  
Meeting started at 9:04AM. Quorum confirmed.  
Introduction of board members.
2. Approval of Agenda  
Motion to approve the agenda.  
Motion by Carl Chretien, second by Steve Martel.  
9 in favor, 0 opposed.
3. Review and approval of the minutes.
  - A. Minutes review for October 13, 2023  
Corrections needed: Item #3 - minutes should note “September minutes”, item #7  
remove “Summary Attached”, item #7D - Chapter 6 revise text to “TAG went through  
proposed amendments.” instead of “provisions” and “commercial funding opportunity”  
change to “DOE grant.”  
Motion to approved as amended.  
Motion by Randy Poulton, second by Carl Chretien  
9 in favor, 0 opposed, Steve Martel abstained.
4. Report from Board Chair:
  - A. Financial Update – \$862,488  
Brief discussion on fund allocation.
5. Legislative update:  
See “New Business – Legislative Report” item.
6. Staff Report:

A. Recent training and training update – Paul Demers provided an update on upcoming training.

B. Community College program update – Due to limited time, update not provided.

C. Paul Demers provided an update on working with ICC to get custom codes to include amendments in a single document. Randy Poulton asked for clarification on if the Board needs to do something to initiate the process of getting codes with Maine amendments through ICC and Greg Day acknowledged the office supports getting the custom codes and the office is already working on getting an estimate from ICC.

**7. Unfinished Business:**

A. Review Chapter 6 Stretch Energy Appendix – reviewed the revisions to the Chapter 6 document, review to be continued next meeting.

B. Review Chapter 7 – reviewed the revisions to Chapter 7 document.

Motion to accept Chapter 7 with amendment to reference standards in Chapter 15 for “ASHRAE 15 – 2022.”

Motion by Steve Martel, second by Marc Veilleux.

7 in favor, 0 opposed.

**8. New Business:**

A. Set Education TAG initial meeting date – will reach out to the members of the education committee to schedule something within the next week.

B. Legislative Report letter – Greg Day summarized the content of the letter and requested the Board email any recommendations. Copy of letter to be sent to the Board member after the meeting for review. Input requested by December 8 for discussion at next meeting.

**9. Public Comments:**

No public comment.

Motion to adjourn.

Motion by David Matero, second by Mark Stambach

7 in favor, 0 opposed

Next Scheduled Meeting: December 13, 2023 at 9:00 AM

Meeting adjourned at 12:20PM

Respectfully submitted,  
Shannon Quintal, Administrative Assistant