

**Technical Codes and Standards Board Meeting Minutes**  
**Department of Public Safety, Office of State Fire Marshal (via Zoom)**  
**August 24, 2023, 9:00 a.m.**

**Board Members Present:**

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|--|---|--|
| <input type="checkbox"/> Michael Sauschuck, Commissioner of Public Safety, Board Chair/ <input checked="" type="checkbox"/> Chair delegate Richard McCarthy (joined 10:18AM) |   |  |
| <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"/> Kim Cheslak, Energy Efficiency Representative                                    |
| <input checked="" type="checkbox"/> Steve Martel, Mechanical Engineer  | <input type="checkbox"/> Jay Horr, Lumber Material Dealer   | <input checked="" type="checkbox"/> Michael Stoddard, Representing Efficiency Maine                                  |

Staff Present: Paul Demers, Shannon Quintal, Gregory Day

1. Call to Order – Determination of Quorum  
Meeting started at 9:18AM. Delayed start due to technical difficulties. Quorum confirmed.  
Introduction of Board members.
2. Approval of Agenda with #4 and #5 items moved to discuss after #8.  
Motion of acceptance of agenda.  
Motion by Randy Poulton, second by Mike Pullen.  
Unanimous approval.
3. Review and approval of the minutes.  
A. July 20, 2023 Minutes  
Review and approval of minutes postponed until September meeting.
4. Report from Board Chair:  
A. Financial Update –  
Final information given on the request for the next BRIC grant to fund rewriting exams to bring them up to the 2021 code, guidance documents for each exam, provide a set of code commentaries on IRC and IBC to all MUBEC communities (about 100) along with 30 licenses for ICC Digital Complete, and a study through University of Maine to study every codes/fire office to provide a comprehensive report that provides detail identifying problems in staffing and point to resources. Kim Cheslak expressed interest in being involved in the University of Maine study.

B. Direction toward final MUBEC action

Chapter 1 with the exception of the designation of the stretch code, Chapter 2, and Chapter 4 are ready to be finalized for the Attorney General's Office to review and put into a format for public hearing.

5. Legislative update:

No legislative update available for this meeting.

6. Staff Report:

A. Training Update

- i. Recent Training- IEBC training by Richard Truitt, tailored to 1- and 2-family codes. Attended by around 60 people.
- ii. Upcoming Training (scheduled) – Richard Truitt is scheduled to provide another webinar on IEBC with a focus on commercial on September 8.
- iii. Future Topics (pending) - Glenn Matthewson will provide another set of webinars to cover the last five topics in the 9-part series in September.

Eric Dube addressed the need to have a way to get codes and amendments to the users in the field, possibly a task for the Education committee to plan how to distribute information.

Michael Stoddard request being provided a short report on what is needed to fix website to include direction on accessing codes, how can the Board help, and identifying what the problems are in getting the website more user-friendly. Eric Dube recommended putting the task of improving the website onto the Education Committee.

Bill Nash was recognized to speak and provided that there is online access to the codes at [codes.iccsafe.org](http://codes.iccsafe.org) and is working with Paul on “custom codes” that incorporate local and state amendments into the digital codes format.

7. Unfinished Business:

A. Review Chapter 5, Consider Appendix AJ – Appendix AJ specifically targets existing buildings for the residential side. A reference to window replacement that would be retroactive may need further discussion to avoid conflict with the Fire Marshal's Office document regarding egress windows from 2013. Appendix AJ provides a guideline for frequently asked questions about residential renovations. With no disagreement on including Appendix AJ into Chapter 5, Tom Lister will work with the Fire Marshal's Office on wording related to egress windows.

B. Review Chapter 3 – Randy Poulton made a request for amendment, regarding IBC Section 1030, to resolve a conflict between NFPA and IBC. After discussing the concerns, it was determined that there is not a conflict, but the Fire Marshal's Office will work on an interpretation to provide clarification.

Marc Veilleux displayed the Chapter 3 document and went through the changes made by past discussions in TAG meetings, giving the Board opportunity to discuss any

questions or concerns. Revisions needed based on discussion were noted in the document during the review. When determining if “and smoke” should be kept in IBC Section 717.5.3 as a deletion or add other language, it was requested to review previous notes Richard McCarthy has before deciding. Section 903.2.9 - the majority of the Board wished to leave the inserted “exception” text.

C. Review Chapter 7 (status) – Not discussed due to time.

D. Review Chapter 6 (status) – Not discussed due to time.

**8. New Business/Code Update:**

A. Schedule TAG meetings additional Chapters – Not discussed during meeting.

B. Appointment of Education TAG to assist with future training development – Not discussed during meeting.

**9. Public Comments:**

No public comment made.

Next Scheduled Meeting: September 21, 2023 at 9:00am

Request by Board to schedule additional meetings in September and October. Email will be sent to Board for input on possible dates.

Meeting adjourned at 12:01 PM

Respectfully submitted,  
Shannon Quintal, Administrative Assistant