



**Building and Fire Code Board of Appeals
MINUTES**

**REGULAR MEETING
August 25, 2010**

The Building and Fire Code Board of Appeals convened in a regular meeting on August 25, 2010 at City Hall, Council Chambers, Room 1001.

Board Chair Alan Schuman called the meeting to order at 1:35 PM

Board Members in Attendance: Michael Cannatti, Frank Haught, Steven King, Alan Schumann, Scott Stookey, James Sullivan, Michael Thorn-Leeson.

Staff in Attendance: Leon Barba, Dan McNabb, Julie Kirby, Jose Roig.

1. APPROVAL OF MINUTES: The minutes from the meeting held on May 5, 2010 were approved on Board Member Scott Stookeys' motion and Board Chair Alan Schuman second on a vote of 5-0-2. Board Members Frank Haught and Michael Thorn-Leeson abstained from the vote. The minutes from the meeting held on June 30, 2010 were approved on Board Member Frank Haughts' motion and Board Member James Sullivan second on a vote of 4-0-3. Board Members Scott Stookey, Alan Schumann and Michael Cannatti abstained from the vote.

2. CITIZEN COMMUNICATIONS: None

3. AGENDA ITEMS:

a. Approve bylaws:

Discussion to amend the bylaws to add language regarding technical experience requirement for board members must be amended by ordinance.

ACTION: Board Member Michael Cannatti made a motion to consider an amendment to the bylaws by adding the words "as needed" to Article 7(D) as follows: The regular meeting of the board shall be held on the last Wednesday of each month at 1:30 p.m., as needed. Board Member Steven King second the motion on a vote of 7-0.

ACTION: Board Member Steven King made a motion to consider an amendment to the bylaws by changing the following language in Article 7(E) to read: The Building Official or Fire Chief may call a special meeting, the chair may call a special meeting, or the chair shall call a special meeting if requested by three or more members. Board Member Alan Schumann second the motion on a vote of 7-0.

ACTION: Board Member Steven King made a motion to consider an amendment to the bylaws by replacing the words "Watershed Protection and Development Review Department" with "Planning and Development Review Department" in Article 7(L) and Article 8(A). Board Member Alan Schumann second the motion for a vote of 7-0.

Board Member Scott Stookey made a motion to approve the amended bylaws seconded by Board Member Steven King on a vote of 6-0-1. Board Member Frank Haught abstained.

b. Election of board officers

ACTION: Board Member Scott Stookey made a motion to elect the Frank Haught as Chair and Michael Cannatti as Vice Chair, second by Board Member Michael Thorn-Leeson for a vote of 7-0-0.

5. **ADJOURN** – Motion to adjourn the meeting was made by Alan Schumann and was seconded by Scott Stookey with a vote of 7-0-0. Meeting adjourned at 2:40 p.m.