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Fire Prevention and Fire Protection Subcommittee

In accordance with the provisions of G.L. c. 30A § 20, notice is hereby given that the Fire Prevention and Fire Protection Subcommittee of the Board of Building Regulations and Standards (BBRS) convened a meeting on Microsoft Teams as follows:

Meeting called to order on Wednesday, August 27th, 2025, at 9:35 AM
Meeting Minutes

Prior to roll call, BBRS Executive Director Tammy Gropman noted that a Chair had not yet been appointed and assumed that responsibility for duration of the meeting.

Roll Call

Luke McKneally, BBRS Member	☒ present ☐ absent
Jake Nunnemacher, BBRS Member	☒ present ☐ absent
Marc LaPointe, DOL Appointee	☐ present ☒ absent
Tom Farland, Municipal Fire Official	☒ present ☐ absent
Carissa Lisee, Municipal Building Official	☒ present ☐ absent
Michael Yanovitch, Building Contractor	☒ present ☐ absent
David LeBlanc, Fire Protection Engineer	☒ present ☐ absent
Eric Svahn, Architect	☐ present ☒ absent
Matthew Bourque, Developer	☒ present ☐ absent

1) Nominate/Vote – Chair

E.D. Tammy Gropman raised topic of nominating a Chair, explained its role, and agenda review. Board Counsel Charles Kilb explained communication guidelines and voting process. ED Gropman opened the floor for nominations. Jake Nunnemacher nominated David LeBlanc. Tom Farland seconded. Subcommittee members discussed and ED Gropman called subcommittee to a vote, which passed unanimously.

Roll Call Vote:

Luke McKneally - Yes
Jake Nunnemacher - Yes
Tom Farland - Yes
Carissa Lisee - Yes
Michael Yanovitch - Yes
David LeBlanc - Yes
Matthew Bourque – Yes



David LeBlanc took over meeting as Chair.

2) Commence Review of Assigned Codes

Chair LeBlanc raised questions on ICC codes for subcommittee members and the context of A2L refrigerant proposals. E.D. Gropman discussed ICC contract, noted the expedited timeline for code sharing, and referenced code change proposals discussed at the July 2025 BBRS meeting. Attorney Kilb outlined the BBRS' process for amending the 2021 IMC and clarified the subcommittee's charge in relation to the 2024 code. Luke McKneally provided comments on ASHRAE 15 in connection with the ICC 2021 and 2024 editions. Jake Nunnemacher reported on the review of A2L refrigerants under the 10th edition process and highlighted his understanding of an unresolved issue of safety regarding refrigerant storage in supply houses. Attorney Kilb further clarified the subcommittee's scope regarding code change proposals, the 2024 ICC, and the latest edition of ASHRAE 15.

Eric Svahn joined meeting at 10:01 AM

Chair LeBlanc raised the question of the secretary's responsibilities in tracking documents and meeting minutes. E.D. Gropman explained that minutes are processed through DOL and approved by the subcommittee. Scheduling conflicts were noted, with similar concerns raised by Jake Nunnemacher and Eric Svahn. E.D. Gropman reviewed schedules of related meetings, and Chair LeBlanc suggested distributing a survey to identify a better time. Attorney clarified communication responsibilities across divided duties.

The subcommittee agreed to hold its next meeting on September 10th, 2025, at 10:00 A.M. to 12:00 P.M. Motion was made by Luke McKneally, seconded by Michael Yanovitch, and passed without objection.

Roll Call Vote:

Luke McKneally - Yes
Jake Nunnemacher - Yes
Tom Farland - Yes
Carissa Lisee - Yes
Michael Yanovitch - Yes
David LeBlanc - Yes
Matthew Borque - Yes

3) Discuss - Matters Not Reasonably Anticipated 48 hours in Advance of Meeting

Chair LeBlanc opened floor. Member of public Carsten Jonas raised question as to 780 CMR Chapter 10: Means of Egress, and which subcommittee would be responsible for potential amendments. Attorney Kilb clarified that the subcommittee would review assigned code chapters and delegated proposals from the BBRS, for chapters not yet assigned, the BBRS would direct them for review as appropriate to avoid subcommittees duplicating efforts. Luke McKneally explained code change proposal form.

Jake Nunnemacher makes motion to adjourn meeting. Michael Yanovitch seconded.

Meeting adjourned at 10:31 AM.

Items Relied Upon

Agenda

BBRS Subcommittee Delegation and Tracking Logs