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**BOARD OF EXAMINERS OF SHEET METAL WORKERS**  
**CODE SUBCOMITEE MEETING MINUTES: July 11, 2024**

Roll Call, by Vice Chair: at 10:03 AM

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair		X
Mr. Peter Kelly, Vice Chair	X	
Mr. Daniel Flynn	X	
Mr. Tim Hathaway	X	
Ms. Mary McCarthy-Collins	X	
STAFF	PRESENT	ABSENT
Mr. Ryan Doherty	X	
Mr. Charles Kilb	X	
Mr. Philip Chan	X	
Ms. Sharlia Bennett		X
Mr. Charles Wolf	X	
Mr. Brian Morris	X	

**Housekeeping / Announcements / Ground rules**

- Vice Chair Peter Kelly and Board Counsel Philip Chan had a brief discussion about how to distribute the draft code document to Subcommittee members outside of Subcommittee meetings while maintaining compliance with copyright laws. No decision was made; Board Counsel will continue to look into it.

**Approval of Previous Code Subcommittee Meeting Minutes**

- 11/9/2023: Tim Hathaway made a MOTION to APPROVE the minutes of November 9<sup>th</sup> Mary McCarthy-Collins SECONDED the MOTION and the MOTION passed with a roll call vote.
- 12/13/2023: Tim Hathaway made a MOTION to APPROVE the minutes of December 13<sup>th</sup> Mary McCarthy-Collins SECONDED the MOTION and the MOTION passed with a roll call vote.
- 2/27/2024: Dan Flynn made a MOTION to APPROVE the minutes of February 27<sup>th</sup> Tim Hathaway SECONDED the MOTION and the MOTION passed with a roll call vote.



- 4/17/2024: Dan Flynn made a MOTION to APPROVE the minutes of April 17<sup>th</sup> Tim Hathaway SECONDED the MOTION and the MOTION passed with a roll call vote.
- 6/6/2024: Dan Flynn made a MOTION to APPROVE the minutes of June 6<sup>th</sup> Tim Hathaway SECONDED the MOTION and the MOTION passed with a roll call vote.
- 6/12/2024: Dan Flynn made a MOTION to APPROVE the minutes of June 12<sup>th</sup> Mary McCarthy-Collins SECONDED the MOTION and the MOTION passed with a roll call vote.
- 6/25/2024: Dan Flynn made a MOTION to APPROVE the minutes of June 25<sup>th</sup> Mary McCarthy-Collins SECONDED the MOTION and the MOTION passed with a roll call vote.

### **Code Updates**

- Board Counsel Charles Kilb led a brief discussion on what specific base code the Subcommittee is using to build upon. Vice Chair Peter Kelly, Dan Flynn, and Tim Hathaway advised that the Subcommittee is using a blend of several code standards. Board Counsel Charles Kilb advised that a formal vote needs to be taken at the next regularly scheduled Board Meeting on which specific standards are to be used to provide direction for the Subcommittee.
- Vice Chair Peter Kelly lead a discussion reviewing the draft of 271 CMR 6.06 – Duct Materials, Insulation and Duct Construction Standards. Some of the provisions will be followed up on and some of the proposed language was changed. The Board did not take any votes during the subcommittee meeting.

### **Next Subcommittee Meetings**

- Members discussed upcoming dates to meet and agreed on the following:
  - Change the start time for the meeting scheduled for Tuesday, July 23, 2024, to 9:00 AM from 10:00 AM
  - Wednesday, August 7<sup>th</sup>, 2024, at 10:00 AM
  - Tuesday, August 27<sup>th</sup>, 2024, at 10:00 AM

### **Adjournment**

A MOTION was made by Mary McCarthy-Collins to adjourn the meeting Dan Flynn SECONDED the MOTION. On a roll call vote, the MOTION passed unanimously.

### Items relied upon in the meeting

Agenda

Draft minutes

Draft of 271 CMR 6.06