



New Hampshire Building Officials Association

Established in 1965

*c/o NH Municipal Association
25 Triangle Park Drive
Concord, New Hampshire 03301
603-224-7447*

January 29, 2025 NHBOA Board Meeting Minutes 9:00am Remote via Zoom

Roll Call:

Tim Herlihy-Present	President
Mike Hagan-Present	Vice-President
Shanti Wolph-Present	Secretary
Scott Tenney-Absent	Treasurer
David Evans-Absent	Assistant Treasurer
Rob Deschenes-Present	Director
Keith Meile-Present	Director of Training and Education
Bob Wentworth-Absent	Director
Tim Metivier-Present	Director
Jeremy Boston-Present	Director
Bill McKinney-Present	Immediate Past President
Jeremy Gibson-Present	Conway

Secretary report:

Approval of minutes from 12/18/2024 did not happen

Membership status

Current status of membership – number of

members -135

New Member applications (Any not reviewed)

Contact list for board of Directors.

Can we set up an email group

Website updates, NEBOEF

Motion to approve Sec. report by Metivier, seconded by Wolph

Treasurer Report: Scott Tenney was not present.

President:

Management system – setup meeting with Judith for our next BOD meeting Feb. 12, 2025 to finalize last pieces.

2025 NHMA Contract – signed and done, research other options for 2026

Update to meeting camera/mic/speaker

NH Home Show – March, Yes, continue doing, Bill to look into. \$475 for double booth... send out volunteer list. 2 people 2 hour slots.

Annual Report for ICC, part 1 is done part 2 by tim and bill.

ICC Spring Conference, Orlando FL. Possibly 4 registrations for icc abm or spring conf.



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Vice President:

- Code Update to 2024 set of I-Codes.
- Update on contractor trainings, concord area end of feb, seacoast area...
- Simplified conference travel planning. 5 bedroom airbb vs. 5 hotel rooms...
- Soft Skills Training Program "Raising the Profile of the Building Official Leader"
 - Leadership tract
- Connecting NHBOA with NHFPS, Mitch Cady
 - Invite to our meetings similar to NHBOSS

Website:

- Can we update the governing board list and contact info? <https://nhboa.net/about/current-governing-board/>

Committee Reports:

- Education – (K. Meile; T. Herlihy) Newington in June and September, Casino Nash August and November possibly.
 - CEU's more information is needed for ICC.
- Legislative Affairs (W. McKinney)
- Public outreach – (D. Carrara, E. Hodge) **Need another board member**
 - Website – Comments
 - Social media – FaceBook
- BCRB (M. Hagan):
- Region VI (W. McKinney; T. Herlihy):
 - Will Audrey still be representing NH for this group?
- Transferring money to investments (Update Mike H)



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Committee Reports Continued:

- NHBOEF (W. McKinney) Golf Tournament in June. Tim follow-up with nhboa contact list.
- ESBOF:
 - Will Audrey still be representing NH for this group?
- NEBOEA (T. Herlihy, J. Richard) –
 - Additional representatives are needed as we are allowed 4 for NH...
- Region VI:
 - Open seat for State Rep.

NH Local and Affiliated Chapter updates:

- Lakes Region – Vacant
 - Any updates? Jason from Wolfborough,
- Seacoast – S. Wolph Feb 27th ICF training. April 24 Boise EWP, Waterproofing, August joint meeting,
- NHBOSS – S. Maltais;

Other Business:

- For February 12th, after our Board meeting, 2:00 Meeting with Judith w. NHMA to finalize Wild Apricot Program.

Upcoming Events:

- April 7-8, 2025 ESBOF Spring training Conference – Hilton Mystic Hotel Mystic, CT
- April 26 – May 6, 2025 ICC Leadership Week and 2025 Action Hearings – Group B #1 Orlando Florida.
- October 6 – 8, 2024 NEBOEA fall training conference - Amherst, MA
- October 19-22, 2025 ICC ABM – Cleveland, OH.
- October 23 -31, 2024 ICC Committee Action Hearings – Group B #2 – Cleveland, OH.

Action Items:

- Transferring money to investments
- 2021 Digital or PDF Codes to all member communities
- Record and make presentations available from website.

*New Hampshire Building Officials Association
Over 50 Years of Promoting Building Safety
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www.NHBOA.net*



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- Moving monies aside to help support region with 2025 ABM in Northeast ICC Board Candidates (Budget for 2023)
- Update by-laws for membership renewal policy
- Succession plan for 2025
- Code Official of the Year Award Review Requirements
- Mission Statement & Vision.
- Resource list of third-party plans reviewers and inspector & contract inspectors for municipalities

Adjourn: Motion to adjourn by Metivier, Seconded by Wolph. 10:04 AM