



# Mechanical Safety & Licensing Board Public Meeting Minutes

Mechanical Safety & Licensing Board  
2/11/2025 9:00 AMEST

@ 7 Eagle Square Concord NH - 3rd Floor Hearings Room

## **Attendance**

### **Present:**

Members: Jesse Doucette, Peter Kendrigan, Joseph Nash

### **Absent:**

Members: Elisha Cole, Michael Harrison

## **OPLC Staff Attendance**

### **Present:**

Members: JB Frazier, Elizabeth Eaton, Erica Lamy

### I. Call to Order

Meeting was called to order at 9:01 by Jesse Doucette

### II. Approval of Public Minutes from January 14, 2025 Meeting

 [Mechanical Safety & Licensing Board Public Meeting Minutes DRAFT 1.14.25.pdf](#)

### **Motion:**

Motion to approve the public minutes from the January 14, 2025 meeting

Motion moved by Joseph Nash and motion seconded by Peter Kendrigan. Motion approved 2-0-1 JD abstained

### III. Hearings

#### A. Christopher Comeau - Applicant for Gasfitter Trainee

24-MECH-022

 [Notice of Hearing\\_Comeau.pdf](#)

### IV. New Business

#### A. Enforcement Report

**Mechanical Board Report**

**February 2025**

**1-Municipal Assist- 2**

**2-Investigations- 2**

**3-Information Request (Phone Calls)- 183**

- 4-Complaints- 10
- 5-Code Enforcement Inspections- 35
- 6-License Compliance Checks- 119
- 7-Board Action- 1
- 8-Food Inspections- 6

V. Licenses since December 10, 2024

**Licenses Issued:**

- Apprentice Plumber - 7
- Fuel Gas Fitting Trainee - 26
- Gas Fitter - 7
- Gas Fitter - Installation Technician - 3
- Gas Fitter Piping Installer - 2
- Gas Fitter Service Technician - 8
- Journeyman Plumber - 2
- Master Plumber - 4
- Mechanical Business Entity - 7
- Oil Heating Technician Certification - 1

VI. Administrative Rules and Legislative Topics

Attorney Eaton reviewed SB188 which will allow licensed architects to complete building inspections. General Court website provides access to recordings. Bills that apply to public bodies in general drafts are circulated to the Board to be available to the public.

A. Chantell Wheeler - 9:00 am

 [01172025 Re Waiver Deadline for Filing Conditional Approval Re.pdf](#)

B. MEC 300 Rules

 [2024-13 INT CA Response Cover Letter Mec 304 Mec 305 \(003\).docx](#)

 [2024-13 INT CA Response Rule Text Mec 304.04 Mec 30.. .docx](#)

**Motion:**

Motion to accept MEC 304.04 and 305.01

Motion moved by Joseph Nash and motion seconded by Jesse Doucette. Motion approved 3-0-0

C. MEC 600 Rules

 [2024-14 INT CA Response Cover Letter Mec 604.01 Mec 60.. .docx](#)

 [2024-14 INT CA Response Rule Text Mec 604.01 Mec 60.. .docx](#)

**Motion:**

Motion to accept MEC 604.01 and 605.02

Motion moved by Joseph Nash and motion seconded by Jesse Doucette. Motion approved 3-0-0

VII. OPLC Updates

- A. Director Bethany Cottrell 10:00

VIII. Public Comments

- A. Tedd Evans - Letter of Request

Director Cottrell attending at 10:00 am to discuss

 [Mechanical Safety & Licensing Board Public Meeting Minutes DRAFT 01.10.2025.pdf](#)

Director Cottrell attended to discuss Mr. Evans Letter of Request. She reviewed the process with CE Broker will be that all Providers will need to apply through CE Broker and CE Broker will maintain the list of Providers for Licensees to access, this information will no longer be maintained on the Mechanical Safety & Licensing Board webpage. Currently the education that is listed on the education webpage is pre-education for licensing. Mr. Evans questioned why there is a provider that also has continuing education listed on their webpage. Director Cottrell indicated that OPLC would take Mr. Evan's feedback and review the webpage to determine if any changes need to be made.

Mr. Evans expressed concern about the "pick your plan" section of the CE Broker website is unclear that there is a Free option and that they seem to guide licensees to a paid service. Director Cottrell indicated that OPLC has provided that feedback to CE Broker and they have recently updated their website to make the Free (Basic) option the first choice.

- B. Tedd Evans Verbal Public Comment

Tedd shared with the Board that he is receiving emails with concern as he has not been required to hand out certificates in the past. He has been emailing attendees confirming attendance and they can use those in place of certificates. He is requesting training and education from CE Broker specifically for instructors.

The CE Broker FAQ section of OPLC's website was provided as a resource to remote attendees: [CE Broker | NH Office of Professional Licensure and Certification](#)

He expressed concerns about sending in certificates as individuals to upload versus uploading as a group from provider.

- C. Gary Gauthier

Requested OPLC to schedule a virtual meeting with registered providers to discuss CE Broker. Mr. Gauthier offered to support by gathering dates that everyone is available to get together.

D. Gary Haines

Mr. Haines inquired about the status of the CETP to PEP training and if there were questions regarding the timeline that he submitted for Board review.

E. Advanced Trade School

Answer key in the Board's resource folder

 [Advanced Trade School Exam Questions.pdf](#)

 [Advanced Trade School Questions.pdf](#)

IX. Non-Public Session

Non-public session, conducted for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c) & (e), RSA 91-A:5, IV, *Lodge v. Knowlton*, (1978), and the Board's executive and deliberative privileges.

**Motion:**

Motion to move to Non Public meeting at 9:41 am

Motion moved by Peter Kendrigan and motion seconded by Joseph Nash. Motion approved 3-0-0

**Motion:**

Motion to move to Non Public meeting at 10:26 am

Motion moved by Joseph Nash and motion seconded by Peter Kendrigan. Motion approved 3-0-0

X. Education

CETP to PEP

**Motion:**

Motion to approve CETP to PEP training

Motion moved by Jesse Doucette and motion seconded by Joseph Nash. Motion approved 3-0-0

XI. Seal the Non-Public Minutes

Minutes of the non-public session are sealed to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective.

**Motion:**

Motion to seal the Non Public minutes

Motion moved by Jesse Doucette and motion seconded by Peter Kendrigan. Motion approved 3-0-0

**Motion:**

Motion upon review of SB188 and SB185 that a Board member may attend the upcoming legislative session to speak.

Motion moved by Joseph Nash and motion seconded by Jesse Doucette. Motion approved 3-0-0

XII. Next Meeting - March 11, 2025

XIII. Adjournment

Meeting adjourned at 11:06 am