

Draft Minutes

Saratoga Springs Board of Plumbing Examiners

Meeting of October 10, 2018

Present: Board members, Patrick Cogan, Bill Benton, Kevin Potter, Matt Zeno

Absent: Jason Kelsey

Also Present: Mayor Meg Kelly, Vince DeLeonardis, Anthony Izzo (also acting as clerk).

Meeting called to order at 4:07 PM.

The Board reviewed and approved the draft minutes as presented for the 09/27/18 meeting.

The Board reviewed the selected questions and discussed the next steps to be taken. Discussion of possible forms of licenses and removal of obsolete terms from city ordinance. Agreement that immediate priority is to finalize exam.

The Board reviewed and approved each selected exam question individually. 35 questions were approved. P. Cogan moved to approve the 35 questions as finally revised. B. Benton seconded. Ayes all. Board proposed considering additional questions in future and varying questions frequently from one exam to the next. Board will initially create four different exams. Passing criteria and exam frequency were also discussed.

Board discussed ways to conduct practical part of exam where applicants would demonstrate skills. Use of BOCES classrooms and facilities considered as a possibility. Bill Benton will discuss this with BOCES and report back to the Board. Board stated its intent to finalize written exams by next meeting on Friday, October 26.

Meeting adjourned 5:10 PM  
Respectfully Submitted,

Anthony J. Izzo  
Acting as Clerk to the Board