

Draft Minutes

Saratoga Springs Board of Plumbing Examiners

Meeting of September 10, 2018

Present: Board members Matt Zeno, Bill Benton, Kevin Potter.

Also Present: Mayor Meg Kelly, City Attorney Vincent DeLeonardis, Asst. City Attorney Anthony Izzo (also acting as clerk).

Meeting called to order at 4:00 PM. The Board reviewed draft minutes of 8/28/18 meeting and changed designation from "Plumbing Board" to "Board of Plumbing Examiners" No other changes. Bill Benton moved to approve minutes as amended. Matt Zeno seconded. Ayes all.

The Board reviewed a 1955 Saratoga Springs publication entitled "Code of Rules" for plumbing work in city. Discussion on next steps necessary to create written and practical examinations. Bill Benton presented a copy of a plumbing test currently used by the City of Schenectady. Examples of test questions were discussed.

The Board discussed possible criteria to be submitted by potential licensees for master plumbers or employing plumbers. Discussed methods of submitting character references, business records, proof of past employment, affidavits from past/present employers, and other types of proof of good character..

Vincent DeLeonardis discussed creating the application form and also discussed various possible exam formats. Said Board should begin suggesting questions to be included. Discussion of application fees and examples of fees now charged in other cities. Need to eventually agree on these fees for inclusion in schedule. Will need to set renewal fee also.

Board agreed generally that there will be an "A" procedure for licenses issued by Saratoga Springs and a "B" procedure for permits issued to plumbers already licensed in another city. Each "B" permit will be valid for a single project only.

Discussion of the need to enact sections in the city law regarding standards and criteria which, if not complied with, will result in fines/suspension/revocation. Fines and penalties for violations also needed. A. Izzo to draft code sections when Board sets these criteria. A. Izzo stated several chapters in City Code (Taxicabs, Vendors) now have such sections and the Plumbing section could be similar. V. DeLeonardis to begin drafting application form and examination form. Discussion of possible specific city regulations for heating work, possibly through building permit process.

Next meeting date September 27 at 4:00 PM

Meeting adjourned 4:38 PM

Respectfully Submitted,

Anthony J. Izzo

Acting as Clerk to the Board