

CITY OF BATAVIA PLUMBING BOARD

Minutes

March 15, 2017, 8:00 a.m.

**Public Works Conference Room
One Batavia City Centre, Batavia, NY**

Members present: *Douglas Diegelman, James Ficarella, William Hayes, Al Rosemark*

Members absent: Matt Worth

I. Call to Order

Chairman Rosemark called the meeting to order at 8:02 a.m.

II. Roll Call

Roll call of the members was conducted. Four members were present providing a quorum to conduct the meeting.

III. Approval of Minutes from December 14, 2016 Meeting

MOTION: Mr. Hayes moved to approve the minutes as written; the motion was seconded by Mr. Diegelman. All voted in favor.

RESULT: Approval of December 14, 2016 meeting minutes.

IV. Old Business

Mr. Ficarella explained that there are two options for replacing Prometric as the administrator of the City's plumbing exam: ICC testing, or a private exam administrator. Both of the options will be checked out in future weeks.

V. New Business: Time Limit on First Time License Fee and Sign Pick Up

Two letters were drafted for the board's review. The first letter announces that the plumber passed the exam and now owes a licensing fee, and that the fee must be paid and the plumber's sign, which is required by the BMC, must be picked up within 90 days.

The second letter, which will be sent via registered mail if the plumber fails to pay the fee and pick up the sign within 90 days, advises the plumber that the fee must be paid and the sign picked up within 30 days.

VI. Adjournment

Mr. Ficarella moved to adjourn; Mr. Diegelman seconded the motion. All voted in favor. Meeting adjourned at 8:26 a.m.



Meg Chilano

Recording Secretary