

**JOINT COMMITTEE OF ARCHITECTS & ENGINEERS
MINUTES
January 8, 2008
Public Session**

I CALL TO ORDER

The regularly scheduled meeting of the Joint Committee of Architects & Engineers was called to order at 9:20 am in the Passaic Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

Roll Call	Present	Absent	Excused
Committee Chair Mark Roche	(X)	()	()
Public Member			
Committee Vice Chair Edward Vernick, PE	()	()	(X)
Committee Member Paul DeMassi, RA	(X)	()	()
Committee Member James Valenti, PE	(X)	()	()
Committee Member Albert Zaccone, RA	()	()	(X)
Alternate Member James Cleary, PE	()	()	(X)
Alternate Member Howard Horii, RA	()	()	(X)

OTHERS PRESENT: James S. Hsu, Executive Director, NJ Board of Architects; B. Michelle Albertson, Deputy Attorney General, Division of Law; and Margaret Hinkley, Secretary to the Executive Director, NJ Board of Architects.

II OPEN PUBLIC MEETING ACT ANNOUNCEMENT

The statement required by Chapter 231, laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Architects and mailed to the Secretary of State, the Newark Star-Ledger , the Trenton Times , the Camden Courier-Post, the Record of Bergen County and the Atlantic City Press .

III APPROVAL OF MINUTES

Public Session / December 4, 2007

Editorial changes were made to the minutes.

ACTION: Mr. Valenti motioned to approve the minutes as amended. Mr. DeMassi seconded the motion. It was unanimously approved.

IV PUBLIC COMMENTS

Seeing no one from the public was present, Mr. Zaccone proceeded to the next item on the agenda.

V OLD BUSINESS

A Correspondence

Copy of a letter dated November 26, 2007 from Jordan Rosenberg, RA, pertaining to the building inspector in Garfield, New Jersey denied Mr. Rosenberg's plan for a retaining wall is attached for Committee's review. On December 4, 2007, DAG Albertson advised that she has spoken with the Township Attorney regarding this project. She explained that the Joint Committee makes the determination as to who can prepare the plan and that the Architect Board and the Professional Engineer Board determine the practice of

their respective professions. After much discussion, the committee members agreed that architects and professional engineers are permitted to design retaining walls within their respective scopes of practice. Mr. Roche motioned to send a letter to Mr. Rosenberg advising him that both architects and professional engineers are permitted to design retaining walls, and that the Committee would like documentation as to reasons behind the Garfield municipality denying his application. Mr. Valenti seconded the motion. It passed unanimously.

1/8/08 Copy of a December 10, 2007 letter addressed to Nicholas Melfi, Building Official in Garfield, New Jersey forwarding a copy of the Committee's December 7th letter to Mr. Rosenberg is attached for Committee's information.

ACTION: Duly noted.

B Joint Advisory Letter to Housing Authorities in New Jersey.

Mr. DeMassi requested that a joint letter from the Architect Board and the Professional Engineer Board be drafted and sent to all Housing Authorities in New Jersey advising that only architects and/or engineers can prepare bid documents. On September 4th, the committee unanimously voted to forward the draft letter with editorial changes to the Board of Professional Engineers for discussion at its meeting scheduled for September 6. On October 2, 2007, upon reviewing the Board of Engineer's memo, the Committee determined to remove the words "a separate independent contract with" from the sixth paragraph of the joint letter. Mr. Zaccone motioned to approve the advisory letter as amended. Mr. Valenti seconded the motion. It passed unanimously. Executive Director Hsu advised that he spoke with Mr. DePaula with regard to disseminating the joint advisory letter to all housing authorities.

ACTION: Mr. DeMassi motioned to follow the prior motion in this matter to send the joint advisory letter to all New Jersey housing authorities directly. Mr. Valenti seconded the motion. It passed unanimously.

VI NEW BUSINESS

No business was discussed

VII EXECUTIVE SESSION

At 9:50 am, Mr. Valenti motioned to go into executive session for the purposes of reviewing the minutes. Mr. DeMassi seconded the motion. It passed unanimously.

VIII NEXT MEETINGS

February 5, 2008 Regular Meeting
Union Room - 3rd Floor

March 4, 2008 Regular Meeting
Union Room - 3rd Floor

IX ADJOURNMENT

At 10:05 am, Mr. Valenti motioned to approve the minutes as presented. Mr. DeMassi seconded the motion. It passed unanimously.