

MINUTES
JOINT COMMITTEE OF ARCHITECTS & ENGINEERS
February 6, 2007
Public Session

I CALL TO ORDER

The regularly scheduled meeting of the Joint Committee of Architects & Engineers was called to order at 9:35 am in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

Roll Call	Present	Absent	Excused
Committee Chair Paul DeMassi, RA	()	()	(X)
Committee Vice Chair Mark Roche	(X)	()	()
Public Member			
Committee Member James Purcell, PE	()	()	(X)
Committee Member James Valenti, PE	(X)	()	()
Committee Member Albert Zaccone, RA	(X)	()	()
Alternate Member James Cleary, PE	()	()	(X)
Alternate Member Alex Garcia, RA	()	()	(X)

OTHERS PRESENT: James S. Hsu, Executive Director, NJ Board of Architects; Arthur Russo, Executive Director, Board of Professional Engineers and Land Surveyors; 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

December 5, 2006

ACTION: Mr. Zaccone motioned to approve the minutes as presented. Mr. Valenti seconded the motion. It passed unanimously.

IV OLD BUSINESS

A Notice regarding Site Plan Rule

The Committee discussed options for notifying all municipalities in New Jersey of the Committee's concerns with Township Engineers / Code Officials interpreting the Site Plan Rule. Some committee members suggested listing specific sections of the Site plan rule, other committee members thought the Committee should just suggest reviewing their town ordinances for compliance with the site plan rule. DAG suggested to draft a notice addressing the Committee's concerns with the site plan rule for publication in the New Jersey Register with the distribution of the notice to sent to all municipalities. On July 11th, Mr. Zaccone motioned to send a letter to municipalities and Department of Community Affairs addressing the Committee's concerns with the Site Plan Rule. Mr. Roche seconded the motion. Mr. Valenti voted nay

adding that the two letters to townships involved is sufficient. Motion carried. After some further discussion, DAG will draft language for the Notice for the Committee's review at the next meeting. On November 14th, Larry DeMarzo, Acting Deputy Director, Burt Liebman, Director of Legislative and Regulatory Affairs and Patricia Schiripo, Regulatory Analyst from the Division of Consumer Affairs were present for the recap of the issues which lead to the Committee to draft this notice. It was suggested that the Committee meet with a representative from the Division of Community Affairs which oversees municipal and/or township officials, to discuss the survey issue as well as the site plan requirements and how information can be distributed to all municipalities. It was also suggested that this statement of the joint boards be placed on the website and sent it to the Engineers' and Architects' Societies. The Committee was asked to review the statement and forward any comments to either Jim Hsu or Peggy Hinkley, which will be forwarded to DAG Albertson who will encompass any comments received and provide a new draft for review at the next meeting. On December 5th, comments received from committee members Valenti and Purcell were distributed for information and possible discussion. DAG Albertson updated the committee advising that the meeting with a representative from Department of Community Affairs has not been set up as of yet. After some discussion, it was suggested that the final Notice / Advisory letter be sent to all societies for both Professional Engineers and Architects. Also a copy will be sent to the Board of Professional Planners and the Landscape Architect Examination and Evaluation Committee for their information. Committee members determined to wait until all committee members are present at the next meeting to discuss the comments submitted by Messrs. Purcell and Valenti.

2/6/07 Comments received from Messrs. Purcell and Valenti are attached along with DAG Albertson's original draft.

Also attached is a copy of an e-mail from Burt Liebman, Legislative Affairs in the Director's Office, is attached for Committee review.

ACTION: Committee determined that any discussion with outside parties would be after the Committee has finalized the Notice. The Committee reviewed Mr. Purcell's comments as well as Mr. Valenti's comments. DAG Albertson will incorporate suggested language and provide a revised Notice for further discussion at the next meeting.

B Correspondence

1 A copy of e-mail correspondence between Joseph Grabowy of the Board of Professional Engineers and Deborah Ayars, PE who has concerns with an interpretation of the Building Design Services Act. On October 26, the Board of Architects subsequent to reviewing the e-mail determined that a complete set of plans for this project would be helpful in determining a response to Ms. Ayars. DAG Albertson will request the Professional Engineer board to obtain the following information from Ms. Ayars: the name of the architect on this project; a complete set of plans for this project; the pre-fabricated plans for this project and the IBC Certificate before the Joint Committee meeting scheduled for November 14th. On November 14th, subsequent to reviewing the information provided by Ms. Ayars, the Committee would like more information specifically a copy of the prototype plans with the International Building Code (IBC) number indicated and the name of the Architect of Record for the project. On December 5th, the information requested by the Committee from Ms. Ayars was received for review. Mr. Purcell motioned to table this matter until the next meeting for review and action. Mr. Roche seconded the motion. It passed unanimously.

2/6/07 Ms. Ayars November 28th letter is attached for review. Plans submitted will be available at the meeting for review.

ACTION: After some discussion, Mr. Valenti motioned to send Ms. Ayars a letter advising that a Professional Engineer is permitted to design a foundation for a residential structure but such services should be completed in conjunction with a licensed architect who shall be responsible for the design of the residential structure. Mr. Zaccone seconded the motion. It passed unanimously.

VI NEW BUSINESS

1 Bayonne Housing Authority

Recused: P. DeMassi / J. Valenti / J. Purcell

On October 12, 2006, the Board reviewed a letter dated September 26, 2006 from Charles Collins regarding the Bayonne Housing Authority and compliance with N.J.S.A. 45:4b-7 the Building Design Services Act. Subsequent to reviewing Mr. Collins' letter, the Board determined to obtain a copy of the RFP for this project to determine if there is substance to Mr. Collins' claims. On November 9th, the Board reviewed a copy of the public notice as well as the request for proposals (RFP) information is attached for Board review and discussion. Mr. DeMassi recused himself in this matter due his firm currently having projects with the Bayonne Housing Authority. Subsequent to review of the information and discussion, the Board determined to obtain additional information from the Bayonne Housing Authority, specifically based on the information in the public notice the Bayonne Housing Authority was seeking proposals for three high rise apartment buildings from architectural/engineering firms, did the firm who was awarded the project meet this qualification? What is the name of the firm? and who is the architect of record? Further advise that in accordance with N.J.S.A. 45:4B residential projects are to be designed by architects only. On January 11, 2007, the Board of Architects reviewed a response letter dated December 14, 2006 from John T. Mahon, Executive Director, Housing Authority of the City of Bayonne. After some discussion, the Board determined to request additional information including construction documents, which outlines what was required and what was provided on the project.

2/6/07 Copy of a January 24, 2007, letter from Paul Fader pertaining to the structural repair contract awarded by the City of Bayonne Housing Authority to Schoor DePalma Inc

ACTION: Discussion on this matter has been tabled until a suitable quorum can be established.

VII PUBLIC COMMENTS

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

VIII EXECUTIVE SESSION

At 11:20am Mr. Valenti motioned to go into executive session for the purposes of reviewing the minutes and other items on the agenda. Mr. Zaccone seconded the motion. It passed unanimously.

IX NEXT MEETINGS

March 6, 2007 Regular Meeting
Union Room - 3rd Floor

April 3, 2007 Regular Meeting
Union Room - 3rd Floor

X ADJOURNMENT

At 11:25am Mr. Valenti motioned to adjourn the meeting. Mr. Zaccone seconded the motion. It passed unanimously.