

MINUTES
JOINT COMMITTEE OF ARCHITECTS & ENGINEERS
December 5, 2006
Public Session

I CALL TO ORDER

The regularly scheduled meeting of the Joint Committee of Architects & Engineers was called to order at 9:39 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 Edward Vernick, 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

November 14, 2006

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

IV ANNOUNCEMENTS

Executive Director Hsu provided his home number to the committee contact list so that if a committee member and/or alternate member cannot make a meeting and realizes this after the office has closed. Further discussion brought about consensus that the alternate members should reserve the joint committee meeting dates, in case they need to attend the meeting due to the absence of a regular member.

V 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. Zacone 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.

12/5/06 Comments received from committee members Valenti and Purcell were distributed for information and possible discussion.

ACTION: 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

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.

12/5/06 Information requested by the Committee from Ms. Ayars was received for review.

ACTION: Mr. Purcell motioned to table this matter until the next meeting for review and action. Mr. Roche seconded the motion. It passed unanimously.

VI PUBLIC COMMENTS

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

VII EXECUTIVE SESSION

At 11 am, Mr. Purcell motioned to go into executive session for the purposed of reviewing the minutes an other matters on the agenda. Mr. Roche seconded the motion. It passed unanimously.

VIII NEXT MEETINGS

January 9, 2007* Regular Meeting
Sussex Room - 6th Floor

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

IX ADJOURNMENT

At 11:10am Mr. Roche motioned to adjourn the meeting. Mr. Purcell seconded the motion. It passed unanimously.