

**BOARD OF EXAMINING PLUMBERS  
CITY OF MIDDLETOWN  
16 JAMES STREET  
MIDDLETOWN, NEW YORK 10940  
845-343-3169**

**MEETING AGENDA**

**Date: September 21, 2017, 4:00 PM  
16 James Street – 2<sup>nd</sup>. Floor Caucus Room**

- 1) Meeting Called To Order by William Hadden – Chairman
- 2) Appointment of Sergeant-At-Arms for this meeting.
- 3) Roll Call Of: Board Members, City Representatives, Guests In Attendance:
- 4) Review (discussion) and acceptance of previous meeting minutes. See #5 below
- 5) There was no quorum at the June 2017 meeting. There were no meetings for July or August of 2017 as this is the Boards summer recess. Over the summer, the Board was active with discussions and implementation of a new Application for Master Plumber examination and a revamping of the qualifications and requirements to qualify the individual for the taking of the Master Plumbers exam. These two new items are on the City website and available in the DPW office at City Hall.
- 6) **New business:**
  - a- **Correspondence-in to be reviewed and discussed (if any).**
  - b- **As of 09-10-17 No One Has Asked To Address The Plumbing Board Or To Be Put On The Agenda.**
  - c- **Discussion of the Board's role in the Master Plumber / Certificate of Competency examination procedures.**
  - d- **There was one (1) new applicant who has submitted his application to the Board in June of 2017. With out a quorum, we were only able to offer a basic review and comment. We sent the applicant a letter with our present concerns and asked for him to clarify some items.**
  - e- **Discussion of the recording secretary position being funded by the Board of Estimate. Still open.**
  - f- **Discussion for PROMETRICS and City coordination for giving the test as required. Do we need to just give the PROMETRICS test when they have other trades to test?**
  - g- **Deputy Commissioner Chris Gross PE has brought up the situation of Licensed Plumbers not filling out and not filing the required "as built" for the sewer and water locations after they have completed the repair(s) / installation for the property owner. The "Card File" in DPW offices must be up to date. We**

**will discuss the solution to this at this Board Meeting.**

**h- There continues to be an issue with who has the permit and who is doing the plumbing work at Bella Vista on Ct. Rt. 78. This will be addressed at this meeting.**

- 7) Concerns of the City, Concerns of the Guests, Concerns of the Master Plumbers:**
- 8) Schedule for next meeting:**
- 9) Motion to adjourn:**

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