

State Board of Examiners of Heating, Ventilating, Air Conditioning and Refrigeration (HVACR)  
Contractors

Minutes - Meeting #17 - Thursday, July 08, 2014  
7<sup>th</sup> floor- Director's Office Conference Room  
124 Halsey Street, Newark, New Jersey - 9:00 AM

The Minutes of the Board meeting held on July 08, 2014 have not been formally approved and are subject to change or modification by the Public Body at its next scheduled meeting.

The notice of the July 08, 2014 meeting has been mailed to the Star Ledger, Camden Courier Post, and Trenton Times newspapers, and has also been posted on the Bulletin Board at the Office of the Secretary of State, Trenton, New Jersey.

The Board meeting of July 08, 2014 was called to order at 9:00 am with the following Members in attendance:

Michael K. Maloney, Chairman, Mechanical Inspector 2

Dominic D. Demico, Jr. - Mechanical Inspector 1

Paul J. Mitchell - Master HVACR Contractor 3

Mary Pranzatelli - Public Member 2

Thomas C. Pitcherello  
Executive Branch of State Government Representative (absent)

Kevin S. Clark - Master HVACR Contractor 1

William C. Barham – Master HVACR Contractor 2

- Daniel G. Danko, Jr. - Re-appointed July 9, 2014 to occupy the vacancy of Angelo Ralph Papa, Jr. - HVACR Journeyperson

Angelo Ralph Papa, Jr. - HVACR Journeyperson -  
Resigned April 22, 2014

Timothy A. Griffith - Public Member 1 - officially resigned June 17, 2014

Board Complement: (9):

As of this meeting date, one (1) vacancy remains for a Public Member with the resignation of Mr. Griffith.

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Attendees:

Joseph A. Donofrio, Counseling Deputy Attorney General (DAG)

Charles Manning, Regulatory Affairs

Rosemarie Baccile, Acting Executive Director

Steven Mattia, Government Representative

Public Session Visitors:

Dan Danko, Danko Mechanical

Mike Chokov, Trane

Patrick Stewart, ACCA-NJ

PLEDGE OF ALLEGIANCE to the FLAG

Chairman Michael Maloney led the Board in the Pledge of Allegiance to the Flag.

1. CALL TO ORDER
2. ROLL CALL

APPROVAL OF MINUTES of the JUNE 19, 2014 MTG.

A motion was made by Paul J. Mitchell and seconded by Kevin S. Clark to approve the minutes of the June 19, 2014 meeting. A vote was taken and the motion unanimously passed.

PUBLIC COMMENT:

On July 08, 2014, Chairman Maloney permitted each visitor in attendance with an opportunity to address the Board and state their comments and concerns. Comments were made. A motion was made by Paul J. Mitchell and seconded by Dominic D. Demico, Jr. to close the public comment period.

A vote was taken and the motion unanimously passed.

3, HVACR OPERATIVE DATE MARCH 1, 2014  
ON-LINE LICENSING APPLICATIONS FOR LICENSED HVACR CONTRACTORS  
DIVISION OF CONSUMER AFFAIRS WEBSITE

Applications for Master HVACR Contractors were reviewed by Board Members in Executive Closed Session

Discussion on grandfathering period:  
Operative date March 1, 2014 - to end September 1, 2014

4. INQUIRES SUBMITTED FOR BOARD DISCUSSION AND RESPONSE

- a• Anthony Menafro, LMP # 9293, email inquiry of July 2, 2014, questioning the HVACR scope of practice and his need for an HVACR license. Mr. Menafro advises that he engages in steam and hot water boiler installations and does not perform HVACR or refrigeration work.

Board response: The Board stated the Mr. Menafro is not required to hold the HVACR license for the work he described and performs.

- b• Michael Chokov, email of July 1, 2014, inquiry concerning the HVACR bona fide representative requirements

Board response: The Board responded by stating that the bona fide representative must be the Executive Officer in the case of the corporation as defined in the HVACR Statutes, N.J.S.A. 45:16A-2.

- c• Patrick A. Stewart, Executive Director, ACCA, e-mail of June 30, 2014, requirements for a hot water boiler

Board response: The Board clarified that the installation of a hot water heater requires a Master Plumber's license.

The replacement and/or changing of a boiler does not require a Master Plumber's license. The Licensed HVACR Contractor may perform the installation of the backflow preventer provided that it is a non-testable device on a replacement boiler only in residential properties.

- d• Patrick A. Stewart, Executive Director, ACCA, e-mail of June 30, 2014, questioning the task of sheet metal ductwork and HVACR license requirements

Board response: This work requires an HVACR license.

- e• Douglas Donahue, email of June 24, 2014, questioning the need for an HVACR license while a lead mechanic at Merck.

Board response: An HVACR license is not required for Mr. Donahue while he employed as a lead mechanic at Merck. However, if he is a 3<sup>rd</sup> party, outside contractor hired by Merck, an HVACR license would be required.

- f• John Susnosky, email of June 30, 2014, retail store proprietor, questions the requirements for an HVACR license for the installation of fireplace gas lines

Board response: Yes! The HVACR license is required for this task. Only Licensed Master Plumbers and Licensed HVACR Contractors are permitted to perform this type work.

- g• Donna Burke, Sr Vice President of Operations, EJA Insurance, presents a chart of the documents required by the Board for an HVACR license with respect to a “company owner” and its employees.

Board response: The Board found the chart presented by Ms. Burke to be accurate.

- h. Bryan Curtis, manages hotels in Central Jersey and performs some maintenance on PTAC wall units with in-house staff.

Board response: The Board responded that W-2 employees may perform this type work provided they have the proper education and are certified employees of that hotel. A copy of A-2456 will be provided to Mr. Curtis.

- i. Lincoln Technical Institute (LTI): Jai West, email June 19, 2014  
The Board suggested LTI submit supporting documents for Board review.

- J. William Francesconi, Lor-Mar Mechanical Services, July 7, 2014 email  
Questions his need for the HVACR license while his company is a licensed  
plumbing contractor

Board response: The HVACR license is required for the air conditioning and  
refrigeration tasks as detailed within the scope of practice for HVACR.

5. FUTURE MEETING DATES  
Thursday, August 12, 2014

6. ADJOURNMENT  
The Board returned to Open Session to adjourn their meeting. A motion was made  
by Paul J. Mitchell and seconded by Domenic D. Demico, Jr. to adjourn the meeting.

A vote was taken and the motion unanimously passed. The meeting ended at 3pm.

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Rosemarie S. Baccile  
Acting Executive Director  
State Board of Examiners of HVACR Contractors