

**MINUTES OF THE OCTOBER 20, 2015 MEETING OF THE LIQUEFIED
PETROLEUM GAS EDUCATION AND SAFETY BOARD
WILLIAM ASHBY DEPARTMENT OF COMMUNITY AFFAIRS BUILDING**

Call to order: The Meeting was called to order by Chairman William Curcio at 1:34 PM.

Board members present: William P. Curcio (Chairman), Louis Kilmer, Thomas Leahy, Charles Feinberg, Michael Merrill, Gerald Stocker

Department staff present: Division Director Edward M. Smith, Bureau Chief Michael Baier, John Tomasone, Chrystene Wyluda, Carrie Battista

Member of the public present: None

Agenda: The agenda was approved with the following additions: Under Old business – 2) CETP Module Changes, 3) Checking for CETP training during the triennial audit 4) Reduction in the amount of time for new employees to get CETP training 5) Natural Gas Companies disconnecting LP-gas tanks. Under New Business – 2) Resignation of Larry Horowitz 3) Emergency response training.

Public comments: None

Approval of minutes: A motion was made by Gerard Stocker seconded by Louis Kilmer to approve the Minutes of May 12, 2015. The motion passed unanimously.

Committee Reports: There were no committee reports.

Old Business

1. **Adoption of NFPA 58 – 2014** – The Board had several questions about shifting jurisdiction for LP-gas filling structures from chapter 10 of NFPA to the Uniform Construction Code. The committee was concerned about whether the electrical provisions of the Uniform Construction Code adequately cover the classification of areas in LP-Gas fill areas. Staff will work with Mr. Stocker to ensure that it does. There was also concern about having to get UCC approval for small scale houses associated with cylinder filling operations. Staff reported that they would consider creating an exception in the UCC similar to the one that exists for garden type utility sheds. Staff will also clarify the jurisdiction for liquid LPG piping inside buildings.
2. **CETP Module Changes** – Chairman Curcio advised staff that there had been changes to the CETP module numbers since the rule requiring certification for propane service work had passed. He advised that though the rule accounts for such changes it might be worth advising the people who process the certifications that the changes occurred. Staff stated they would notify the appropriate people in the Department about the changes.

3. **Checking for CETP Certification** – Chairman Curcio asked staff to verify that they are checking for the appropriate CETP certifications during the triennial audit provided for in the rules. Staff reported that they are checking.
4. **Amount of Time for Certification of CETP Certifications** – Mr. Curcio asked about a proposal that was before the Board, which would reduce the amount of time that new hires have to obtain the appropriate CETP certifications. Staff reported that the Board had passed the proposal but that it was being held so that it could be bundled with other proposed changes prior to being submitted to the New Jersey Register.
5. **Natural Gas Companies Disconnecting LP-Gas Tanks** – Mr. Curcio reported that some natural gas companies are disconnecting the LP-Gas from the structure when a conversion from LP-Gas to natural gas is made. He stated that the NJPGA would be submitting a letter outlining their concerns with this practice.

New Business

1. **Resignation of Larry Horowitz** – Chairman Curcio announced that Larry Horowitz had resigned from the Board. He stated that the New Jersey Propane Gas Association (NJPGA) would make a nomination for a replacement. There was a question about what constitutes a quorum and whether it is based on the total seats on the Board or just the filled seats. Carrie Battista will check the by-laws for the Board and advise the Chair before the next meeting.
2. **Status of Certified LP-Gas Installers** – Staff presented a draft that would require that contractors record their propane service certification number on UCC permit applications when such work is performed. Staff reported that they have received inquiries from prospective applicants regarding the skills assessment portion of the certification process. There have been two areas of concern reported to the Department. The first problem is that small businesses with one technician are having difficulty finding someone to oversee the assessment. The second problem is that the certification may require contractors to be assessed on work that they do not normally perform as part of their business. This makes the availability of a place to do the work difficult. The Board stated that the skills assessment must be performed. Mr. Curcio and Mr. Merrill stated that they would see if there are third parties available that might be able to oversee the skills assessment and relay the names of those parties to the Department. A motion was made by Mr. Stocker seconded by Mr. Merrill to accept the proposal. The motion passed unanimously.
3. **LP-Gas Training** – Mr. Curcio stated that the NJPGA was interested in starting a number of training initiatives possibly through funding from the Propane Education and Research Council (PERC). Among the topics they are interested in providing training for are NFPA 58/54 training. Auto-gas training and emergency response training. The Director reported that the Department would be interested in partnering with the NJPGA on NFPA 58/54 training. Mr. Kilmer stated that the Division of Fire Safety would be

interested in discussing emergency response training. Mr. Feinberg would be interested in discussing training on AutoGas.

Information

Board Comments – there were no Board comments.

Next Meeting – the next Board meeting is scheduled for December 2, 2015 at 1:30 pm

Adjournment – A motion was made by Mr. Kilmer, seconded by Mr. Leahy to adjourn. The meeting was adjourned at 2:47 pm.