

NEW ENGLAND BUILDING OFFICIALS EDUCATION ASSOCIATION

154 Prospect Street
Norwell, MA 02061-1139

44th ANNUAL NEW ENGLAND MUNICIPAL BUILDING OFFICIALS SEMINAR

WHEN: October 4 - 6, 2010

WHERE: Murray D. Lincoln Campus Center
University of Massachusetts, Amherst

REGISTRATION: Monday, October 4th: 8:30 am - 1:00 pm
Registration Desk, 1st floor, Campus Center
(Program begins at 10:00 AM)

ROOMS: Refer to hotel registration form in this packet for room rates.

To avoid confusion at check in, leave your bags in your car until the lunch break.
Return Campus Center Hotel Reservation Form as soon as possible as the hotel
fills up very fast.

The New England Building Officials Educational Association in cooperation with the building official associations of New England sponsors this seminar.

The Association has assembled a program dealing with issues of a technical, professional and personal nature being faced by building officials. Tentative topics/schedule for this year can be found on an insert in this mailing. Final programs will be available at the seminar.

The enclosed pre-registration packet contains several options that are only available upon request. Please read these carefully, check the appropriate space(s) and also read the additional information on the back of this letter. **The Registration Form & Checklist should be returned by September 20 or a late fee will be added (Walk-ins on Monday are accepted).** **The Hotel Reservation Form should be returned as soon as possible for any guarantee of a room because the hotel fills up fast.**

We hope to see you at the seminar.

Richard E. Morgan

Richard E. Morgan
Seminar Facilitator

For Registration Questions, call (413) 577-8102

IN COOPERATION WITH

Connecticut Building Officials Association Maine Building Officials and Inspectors Association
Massachusetts Building Commissioners and Inspectors Association
New Hampshire Building Officials Association Rhode Island Building Officials Association

ADDITIONAL IMPORTANT INFORMATION

(A) **WALK-IN REGISTRATION:** Because meal counts have to be guaranteed in advance, registration options which include meals may not be available to walk-in registrants. It is therefore best to pre-register by returning the enclosed form no later than September 20 There is a \$35.00 late fee that will be imposed after this date. The "registration only" option will always be available.

(B) **LODGING:** Approximately 40 rooms at the Campus Center Hotel are on hold until September 22nd for seminar attendees. ***However, the Hotel fills quickly so please make your reservations as soon as possible.*** To accommodate more people, we encourage you to share a room with another attendee. Reservations may be made by fax, mail, or to register on-line go to WWW.aux.umass.edu/hotel. Use group code 708. NO RESERVATIONS by phone. Fax: 413-545-1210. If you prefer to stay off-campus, a list of hotels/motels in the Amherst area is available. For a copy, contact the Conference Services office at 413-545-2591. Again, local hotels fill up quickly, so make your reservations early!

(C) **CANCELLATION:** Persons canceling before September 25 will receive a refund minus a \$35.00 cancellation fee. Persons canceling after September 25 will receive a refund minus a \$35.00 cancellation fee **plus** food service costs. Cancellations must be received in writing. (Checks returned due to insufficient funds will be charged an additional \$35.00 fee.)

(D) **PARKING:** A 3 day discounted parking pass (*non-refundable*) for \$20.00 can be purchased for all others via the Registration Form. Parking in the campus-parking garage is limited. ***If you are staying off campus, we suggest that you arrive at the meeting before 8:30 am in order to find convenient parking spaces.*** In the event that the garage is full, signs will be posted directing you to alternative parking areas on campus.

(E) **CONTINUING EDUCATION UNITS:** The New England Municipal Building Officials Seminar carries two (2) CEU's **for the full seminar**. Attendees are entitled to all CEU's by attending at least 80% of the seminar sessions. The University Of Massachusetts Division Of Continuing Education maintains records of the CEU's earned and sends transcripts of the records to attendees. If you wish to receive an official transcript of the CEU's you have earned, fill out the CEU Transcript Registration Form in this packet and return with the other forms.

PLEASE NOTE: There is a **Seminar Schedule & Concurrent Session Checklist** enclosed. Please check those concurrent sessions (*up to 2 per grouping*) you think you might attend and mail a copy of it back with the other forms. This way we will be able to better plan meeting room arrangements.

ALSO: If you have not received a confirmation of your registration 2 weeks after you send in your form, please call 413-577-8102 to be sure it arrived in our office. If one week out from the conference you have not received a confirmation stating that you are fully paid, please call 413-577-8102 to check on the status of your registration. If your confirmation shows that a purchase order was received with your registration form, you need not call, as an invoice will be sent after the conference.

SPECIAL NOTE: **The Social Hour/Cash Bar will be held at 5:00 PM to 7:00 PM on Tuesday.**

SEMINAR SCHEDULE & CONCURRENT SESSION CHECKLIST

Please check which concurrent sessions you might attend during the Seminar.

This list is not completed more speakers are being added.

This will give us an idea on how to schedule the meeting rooms. Keep a copy for yourself.

Subject to change, please check U Mass web site for updates

MONDAY

8:30 AM Registration

10:00 AM Opening remarks at Registration Desk

Chet Penza Chairman & Richard Morgan Facilitator

10:15 AM to 5:00 PM

Wood Frame Construction (all Day)

Sam Francis (Need Wood frame Work Book)

Presentations from the Exhibitors on their Products

10:15 AM to 12:00 PM

Purging of Gas Piping Ted Lemoff NFPA

Fire Barriers Al Shaw

Stairway Construction Instructor David Cooper

1:00 PM to 5:00 PM (1/2 Day Sessions)

Mass Building Board of Regulations and Standards

Building Energy Codes Donald Vignean

TUESDAY

8:30 AM to 5:00 PM (All Day session)

Plan Review Chris Laux

NFPA 72 Robert Duval

8:30 AM (half-day sessions)

Trusses Josh Bartlett

8:30 AM & 1:30 PM (90 minute session repeated)

Vacant Buildings Lisa Humble

Fasten Master

Green Building Jonathan Humble

10:30 AM & 1:30 PM (90 minute session repeated)

New IBC Chapter 34 Fred Cowen PE

WEDNESDAY

8:30 AM to 5:00 PM

Kevin Brigandi concrete

Jack Van Ness Mechanical

Grounding & Bonding requirements for Residential Electric Services
Instructor, Earl Dean

8:30 AM to 12:00 AM

Electrical Code Changes Jeff Sargent NFPA

Cracker Barrel

Instructors Dave Macartney Paul Moriarty Debbie Ryan

8:30 AM & 1:00 PM (90 minute sessions)

Photo Voltaic Installations Fred Mertz

Simpson Strong Ties Deck Construction

10:30 AM & 3:00 PM (90-minute session repeated)

Sprinkler Systems: Instructor, Jake Nunnemach

SEMINAR REGISTRATION FORM

NEW ENGLAND MUNICIPAL BUILDING OFFICIALS SEMINAR

Monday-Wednesday, October 4 - 6, 2010

Lincoln Campus Center, University of Massachusetts, Amherst, MA 01003

Name: ** _____ Title _____

PLEASE PRINT CLEARLY

Town/Organization & State: ** _____

Address: _____

City: _____ State _____ Zip _____

Phone: (office) _____ (home) _____

**As you would like to appear on the certificate of attendance

E-mail address: _____

FOR OFFICE USE ONLY

Case _____

Ref.# _____

Date/Initials _____

Payment _____

Confirmed _____

BE SURE TO RETURN SEMINAR SESSION CHECKLIST WITH THIS FORM

2010 SEMINAR FEE SCHEDULE

<u>Three Day Seminar Registration Fee Plan</u>	A (Breakfast, Lunch, Breaks & Social)	\$265.00
<u>Choose only one.</u>	B(Full Conference, (Breaks Social)	\$169.00

OR One Day Seminar Registration Fee: (Which Days) : ___ Mon ___ Tues ___ Wed x \$146.00/day \$ _____
(Lunch is included with this fee for Mon, Tues & Wed only.)

Wood Frame Construction Manual: Required Instructional Materials \$50.00 \$ _____

2003 IRC and 2003 IBC Plan Review Required Instructional Material \$ 5.00 \$ _____

"Optional Extras"

Pre-Paid Continuing Education Unit Transcript (Full Seminar only): \$20.00 \$ _____

Social Ticket For Tuesday \$ _____

3 Day Discounted Parking Pass (Non-refundable): \$20.00 \$ _____

Registration Late Fee: (see information at bottom of this form) \$35.00 \$ _____

TOTAL COST FOR SEMINAR REGISTRATION: \$ _____

Please fill in the information above and mail forms with a check for payment **IN FULL**, payable to:

UNIVERSITY CONFERENCE SERVICES

Mail To: **University Conference Services**
Conference CS 1128
918 Campus Center
University of Massachusetts
Amherst, MA 01003
(413) 577-8102 FAX: (413) 545-0050

If paying by credit card, please circle type & fill in below:

Visa MC Diners AMEX Discover

_____ Exp. _____

PRINT NAME ON CARD

SIGNATURE

Please return all forms by Sept.20. After this date there will be a \$35.00 late fee charge. Cancellations prior to **Sept 25** will receive a refund minus a \$35.00 cancellation fee. **Cancellations between Sept. 25 to Sept 30** will receive a refund minus a \$35.00 cancellation fee and food service (meals & breaks) costs. No refunds after start of Seminar. Cancellations must be received in writing. (Checks returned due to insufficient funds will be charged an additional \$35.00 fee). **If you have not received a confirmation notice of your registration within 2 weeks of original mailing to UCS, Please call 413-545-0172 to be sure it arrived in our office.**

HOTEL RESERVATION FORM

NEW ENGLAND MUNICIPAL BUILDING OFFICIALS SEMINAR

Monday-Wednesday, October 4 - 6, 2010

CS 11-28

Group # 708

Reservations are due by Sept 3, 2010 Reservations may be made by fax or mail: **No Reservations by Phone.**

FAX: (413) 545-1210 or on line at www.umasshotel.com use group code CS 11-28

(use group code when registrer)

Mail to: U Mass Hotel At The Campus US
One Campus Center
Amherst, MA 01003

Make checks payable to: U Mass Hotel

Name: _____ Daytime Phone: (____) _____

Address: _____

City/Town: _____ State: _____ Zip Code: _____

Fax # (____) _____ E-Mail: _____

Please Check Accommodations Required:

- Single (1 person/night) \$107.00 + 11.7% Tax Arrival Day/Date _____
 Double (2 people/night) \$107.00 + 11.7% Tax Approximate Time _____

*Preferred bed type for 2 to 4 people:

- One King Size Bed
 One Double Bed
 Two Double Beds
 Cot required \$10.00 per night (Maximum: 1 per room)

Departure Day/Date _____

**Based upon availability*

Campus Hotel is Non-Smoking *Special Requests _____

If sharing a room with a colleague, will a separate bill be required for each individual? Yes No

Name of person sharing a room with _____

CHECK-IN TIME: 3:00 PM, CHECK-OUT is 11:00 PM Wednesday for Seminar attendees

Name as it appears on Credit Card _____

Credit Card # _____ Exp Date _____

Signature _____

Reservation Policies – Please Read Carefully

Check and all major credit cards are accepted. Upon check-in, a credit card and a photo ID is required.

CANCELLATION POLICY: Cancellation for all reservation must be received one day prior to your arrival date. Cancellations received less than 24 hours in advance will be charged the first night's room rate. If you have reserved a double room for more than one person and your roommate does not register, you may be charged the full cost of a double room.

University policy prohibits pets in the Campus Center. Parking for Hotel Guests is available in the Campus Parking Garage at a reduced rate.

Please Take Note:

**Prepaid Seminar fees do not include
Prepayment for lodging**

Date: _____ Clerk _____

Reservation # _____

Hotel Use Only: Group # 708