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SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**Office of Public Safety and Inspections**  
**Board of Building Regulations and Standards**  
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UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

LAYLA R. D'EMILIA  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

**Agenda**

**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**BUILDING OFFICIAL CERTIFICATION COMMITTEE**

*September 1, 2020 @ 9:00 a.m.*

*Virtual*

<https://global.gotomeeting.com/join/480603925>

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Meeting called to order by the Chairman at \_\_\_\_\_ followed by roll call:

1. Roll Call

- |  |                                  |                                 |
|--|----------------------------------|---------------------------------|
| a. Bill Horrocks, Chairman, <i>BBRS Representative</i> | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Robert Speroni, Vice-Chairman, <i>MetroWest</i>     | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Michael Giampietro, <i>Member at Large</i>          | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| d. David Fuller, <i>MBCIA</i>                          | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Bonnie Weeks, <i>Member at Large</i>                | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Andrew Bobola, <i>Member at Large</i>               | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Michael Clancy, <i>SEMBOA</i>                       | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Jeffrey Clemons, <i>BOWM</i>                        | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| i. Roger Fuller, <i>MMA Representative</i>             | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| j. David Lenzie, <i>Member of Academia</i>             | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| k. John Naff, <i>Member at Large</i>                   | <input type="checkbox"/> present | <input type="checkbox"/> absent |

**Guest Present:**

Kimberly Spencer, Office of Public Safety and Inspections

2. Members present reviewed the minutes from the last meeting on August 4, 2020; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
DaSilveira, Vargas I.	No Affiliation	Local Inspector 0 CEU's – <i>not required</i> <i>Copies of all exams have been received PRONTO</i>	Motion	Second
a) Hayes, Jeffrey D.	Town of Harvard	Local Inspector Appointed 5/4/2020 Quals approved 6/2/2020 0 CEU's – <i>NERF rec'd 8/18/2020</i> <i>Copies of all exams have been received PRONTO</i>	Motion	Second
b) McCabe, Patrick G.	City of Boston	Local Inspector NERF not received Quals approved 10/1/2019 0 CEU's <i>not required</i> <i>Copies of all exams have been received PRONTO</i>	Motion	Second
c) Syno, Tell	No Affiliation	Local Inspector Quals approved 6/2/2022 <i>Copies of all exams have been received</i>	Motion	Second
<b>4. Examination Approval Packets</b> <small>(Copies of resumes provided today)</small>				
a) Campbell, Patrick G.	No Affiliation (Marshfield)	Qualifications Local and/or I of B	Motion	Second
b) Shipp, Daniel M.	No Affiliation (Beverly)	Qualifications Local and/or I of B	Motion	Second
<b>5. New Employee Report Form Packets:</b>				
<b>Footnote:</b> <b>R7.1.7.4 Conditional appointments</b> 7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector. February, 2011'				
September 4, 2013 ~ On a <b>MOTION</b> by Bill Horrocks and <b>SECONDED</b> by Bonnie Weeks it was voted to review and Acknowledge each <i>New Employee Report Form</i> individually				
a) Chartrand, Eric	Town of Townsend	Acknowledge NERF <b>Building Commissioner</b> Appointed 8/2/2020 I of B Certification 1/2/2019 133.5 CEU's Signed by <i>Chair</i>	Motion	Second
b) Clancy, John J.	Town of Burlington	Acknowledge NERF <b>Building Commissioner</b> Appointed 8/17/2020 I of B Certification 11/12/1992 17 CEU's Signed by <i>Town Administrator – CAO</i>	Motion	Second

c) Fitzgerald, Don W.	Town of Lenox	Acknowledge NERF <b>Local Inspector</b> Appointed 8/1/2020 I of B Certification 2/3/2010 45.5 CEU's Signed by <i>Town of Manager - CAO</i>	Motion	Second
d) Flores, Alexandre	Town of Ayer	Acknowledge NERF <b>Local Inspector</b> Appointed 7/14/2020 Quals approved 6/2/2020 0 CEU's Signed by <i>Town Manager - CAO</i>	Motion	Second
e) Germano, Rick	Town of Hubbardston	Acknowledge NERF <b>Local Inspector</b> Appointed 4/1/2020 Local Certification 8/24/2005 43 CEU's Signed by <i>Town Administrator - CAO</i>	Motion	Second
f) Harris, Jason	Town of Hull	Acknowledge NERF <b>Local Inspector</b> Appointed 9/9/2019 Quals approved 2/4/2020 0 CEU's Signed by <i>Town Manager - CAO</i>	Motion	Second
g) Hayes, Jeffrey	Town of Harvard	Acknowledge NERF <b>Local Inspector</b> Appointed 5/4/2020 Quals approved 5/4/2020 - <i>Local Certification 9/1/2020</i> 0 CEU's Signed by <i>Town Administrator -</i>	Motion	Second
h) Jean, Roland	Town of Hubbardston	Acknowledge NERF <b>Building Commissioner</b> Appointed 4/1/2020 I of B Certification 8/2/2017 35.5 CEU's Signed by <i>Town Administrator - CAO</i>	Motion	Second
i) Julian, Michael	Town of Southbridge	Acknowledge NERF <b>Local Inspector</b> Appointed 10/21/2019 Quals approved 11/4/2019 0 CEU's Signed by <i>Town Manager - CAO</i>	Motion	Second
j) Kasper, Max	Town of Nahant	Acknowledge NERF <b>Local Inspector</b> Appointed 4/25/2020 I of B Certification 8/1/2018 83 CEU's Signed by <i>Town Administrator- OK</i>	Motion	Second
k) Laurin, Ronald	Town of Southampton	Acknowledge NERF <b>Building Commissioner</b> Appointed 8/1/2020 Local Certification 6/4/2019 25.5 CEU's Signed by <i>Chair</i>	Motion	Second

l) Loughlin, Kevin	Town of Southbridge	Acknowledge NERF <b>Local Inspector</b> Appointed 1/13/2020 Quals approved 1/7/2020 0 CEU's Signed by <i>Town Manager – CAO</i>	Motion	Second
m) Plouffe, James	City of Brockton	Acknowledge NERF <b>Building Commissioner</b> Appointed 11/20/2019 I of B Certification 12/17/2002 66 CEU's Signed by <i>Mayor</i>	Motion	Second
n) Quinlan, Thomas	Town of Hadley	Acknowledge NERF <b>Building Commissioner</b> Appointed 5/4/2020 I of B Certification 4/4/2018 132 CEU's Signed by <i>Chair</i>	Motion	Second
o) Salamone, Angelo	Town of Wenham Town of Hamilton	Acknowledge NERF <b>Building Commissioner</b> Appointed 9/17/2019 Local Certification 4/1/2019 46.5 CEU's Signed by <i>Chair</i> <i>Intermunicipal Agreement - received</i>	Motion	Second
p) Walters, F. Davis	Town of Orleans	Acknowledge NERF <b>Local Inspector</b> Appointed 3/11/2019 Quals approved 5/8/2019 Extension through June 1, 2021 0 CEU's Signed by <i>Town Administrator</i>	Motion	Second

## 6. Extension Requests to be Certified Packets:

### Footnote:

**R7.1.7.4.1 Requests for exam schedule extension.** Upon written petition to the BOCC, any conditional appointee unable to comply with the examination schedule as cited in R7.1.7.4 may for cause, be granted an extension of time in order to comply. Petitions shall be forwarded to the clerk of the BOCC on forms for such purpose, and addressed to the office of the BBRS. The conditional appointee shall state all reasons to substantiate the request for an extension of time. Conditional appointees who have not attempted the examination schedule as herein defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought. **'January 1, 2008'**

a) Doerr, Tom	Town of Berlin	Extension for Local (requesting 1st extension) Appointed 3/4/2019 <i>NERF has not been received</i> Quals approved 2/1/2017 CEU's 0  Passed 1A and 1B  Exams cancelled due to Covid 19	Motion	Second
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## 7. Hearings:

### Footnote:

**R7.4.1.4 Decisions and discipline of certification holders.** The BOCC shall issue a written decision after the hearing. Decisions shall be issued in a reasonably prompt manner. **The decision of the BOCC shall serve as a recommendation to the BBRS and shall be promptly forwarded by the Administrator to the full board for review.** If after a hearing the BOCC finds that the holder has violated any provision of R7.4.1.5, it may recommend suspension of a certification for a fixed period of time, revocation of a certification permanently, or a reprimand of the certification holder. Further, the BOCC may recommend that any order include appropriate remedial or disciplinary conditions. Once forwarded to the BBRS, the board shall either, adopt the recommendation in its entirety, adopt the recommendation with amendment, reject the recommendation in its entirety, or remand the matter to the BOCC further proceedings. A certificate holder whose certification is revoked may apply in writing to the Board for reinstatement no sooner than one year from the date of the revocation.

None		
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## 8. Review Application for Continuing Education – Exhibit Items attached

The continuing education submitted was reviewed by members present; **motion to approve was made by \_\_\_, seconded by \_\_\_. Motion passed by unanimous vote.**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course No.
Gene Novak	June 18, 2020	Time Management: Working from Home – online through LinkedIn	1.0	2	
	August 11, 2020	Building Confidence: Trust in Your Dampers, Fire and Smoke Protection offered by UL Webinars			
Gene Novak Bill Thornton	August 13, 2020	Introduction to Mass Timber Products (DES620) AM Session ICC# 23578	1.5	1	
Peter Blanchette	August 7, 2020	ICC - 2018 Plan Review Institute ICC#21625	3.0		
Paul Murphy	August 10, 2020	Polymer Trims and Mouldings Deliver on Style, Beauty and Durability offers by Hanleywood University	1.0	1	
Eric Carlson	July 30, 2020	Flood Resistant Construction Standards of the State Building Code / R322 IRC Section 1612 of IBC	1.5	1	
	August 6, 2020	Documentation Requirements of the State Building Code for Flood Resistant Construction / R322 IRC Section 1612 of IBC	1.5	1	
Patrick Sands	July 29, 2020	Confined Space Awareness on-line offered by DFS	3.0	1	
Shannon Hulst	July 28, 2020	Elevation Certificate Training offered by Barnstable County	1.0	1	
Patrick Finn	Feb 27-28, 2020	Concrete Inspector Re-Certification offered by NorthEast transportation Training and Certification Program	10.0	1	
	August 13, 2020	MassDOT Digital Safety Training Tier 1 -2020	3.0	2	
	August 13, 2020	MassDot Identify the Source of Conflicts	3.0	2	
	June 13, 2020	MassDOT Returning to Work Safely for Commonwealth Employees	3.0	2	
	November 5, 14-14, 2018	ACI Concrete Field Testing Technician – Grade 1	10.0	1	
Goran Smiljic	August 26, 2020	ICC – Fire & Life Safety Institute (Virtual) ICC# 11131	10.0	1	
District 4	August 12, 2020	Building Inspector Check List	3.0	1	<b>D4-0820</b>
District 5	June 11, 2020	Shrewsbury – Current Issues, Individual Problems, Reopening MA, Aluminum Decking, Mass Save	2.0	1	<b>D5S-0820</b>
District 5	August 5, 2020	Milford – Current Issues, Individual Problems, Reopening MA, Aluminum Decking, Mass Save	2.0	1	<b>D5M-0820</b>
MetroWest	July 14, 2020	2015 IMC Massachusetts Training and Education offered by Gary Gauthier, ICC	1.5	1	<b>MW-0720</b>
District 6	May 19, 2020	2015 ISPC Swimming Pools	2.0	1	<b>D6-0520</b>

**8b. Review Application for Continuing Education – Exhibit Items attached**

The BOCC previously reviewed and approved the following completed continuing education. The building official's training report was updated with the credit hours.

Name	Date	Course Description	CEU's	Cat	Course No.
Robert deSousa	7/29/2020	Energy - Residential Air Barrier and Insulation Installation	1.0	1	C-3078*
	7/29/2020	Energy – Third Party Documentation & Does LEED = Code?	1.0	1	C-3125*
William Clougherty	7/7/2020	Truss Fundamentals offered on-line by Simpson Strong-Tie	2.0	1	C-2742*
Don Fitzgerald	7/19/2018	Prescriptive Residential Wood Deck Construction Guide (DCA6-2015 Version) AM (BCD306)	1.0	1	C-3052*
Ladislav Stucka	7/8/2020	Wood-Over-Podium Construction: Navigating Codes and Detailing Assemblies	1.0	1	C-3463*
Robert Garside	8/3/2020	Boring & Notching in Wood-Frame Const Simpson Strong-Tie ICC# 13482	1.0	1	C-2940*
	8/3/2020	Deck Inspection for New and Existing Construction offered on-line by Simpson Strong-Tie	1.0	1	C-3113*
Michael McAteer`	8/27/2020	Delegated Design: Effective Project Management for Designers by Simpson Strong Tie	1.0	1	C-3298*
	8/17/2020	Deck Inspection for New and Existing Construction offered by Simpson StrongTie	1.0	1	C-3113*
	8/24/2020	Code Requirements for Conventially Framed Roofs offered by Simpson Strong Tie	1.0	1	C-3297*
Eric Bazinet	3/12/2020	Soft Story Retrofit of Existing Buildings by Simpson StrongTie ICC #1025-3870	3.0	1	C-2390*
	3/6/2020	Code Requirements for Conventially Framed Roofs offered by Simpson Strong Tie	1.0	1	C-3297*

**9. Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting**

## a. For Informational purposes:

There are currently:

- \* Active and Retired: 800 certified building inspectors
  - o 474 Inspector of Buildings
  - o 326 Local
- \* Active ONLY: 572 certified building inspectors
  - o 340 Inspector of Buildings
  - o 232 Local
  - o 48 Conditional local building inspectors
- \* Qualifications Approved
  - o 646 individuals' qualifications have been approved to take the exams, not currently affiliated

## b. Discuss compiling list of questions to be ask during hearings for individuals appealing the denial of their qualifications.

Next meeting scheduled for October 6, 2020 – Millis Town Hall