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**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**Office of Public Safety and Inspections**  
**Board of Building Regulations and Standards**  
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**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF CONSUMER  
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REGULATION

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

**Agenda**

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

*April 6, 2021 @ 9:30 a.m.*

*Virtual*

**Join on your computer or mobile app**

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**Or call in (audio only)**

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Phone Conference ID: 219 507 800#

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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. John Naff, <i>Member At Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
k. Vacant, <i>Member of Academia</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 March 2, 2020; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Aziev, Shukhrat	Town of Nantucket	Local Inspector Appointed 1/27/2020 0 CEU's <i>Copies of all exams have been received</i>	Motion	Second
b) Bennett, Bret	City of Lynn	Massachusetts Building Commissioner Local Certification 11/4/2019 32 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Bowie, Mark W.	City of Brockton	Local Inspector Quals approved 8/7/2013 0 CEU's - <i>not req</i> <i>Copies of all exam results have been received</i>	Motion	Second
d) Butler, James	City of Gloucester	Inspector of Buildings / Building Commissioner Local Certification 11/1/2017 70 CEU's <i>Copies of all exam results have been received</i>	Motion	Second
e) Grillo, Robert	Town of Sandwich	Massachusetts Building Commissioner Local Certification 7/30/2019 50 CEU's <i>Copies of all exams have been received</i>	Motion	Second
f) Guerrieo, Christopher L.	Town of Billerica	Massachusetts Building Commissioner Local Certification 5/9/2018 92.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
g) Howes, Dennis M.	Unaffiliated	Local Inspector Quals approved 11/12/2020 0 CEU's - <i>not req</i> <i>Copies of all exams have been received</i>	Motion	Second
h) Lucas, Justin D.	Town of Tisbury	Local Inspector Appointed 4/21/2020 4.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
i) Salamone, Joseph	City of Somerville	Inspector of Buildings / Building Commissioner Local Certification 11/4/2019 19 CEU's <i>Copies of all exams have been received</i>	Motion	Second
j) Tell, Syno	No Affiliation	Inspector of Buildings / Building Commissioner Local Certification 9/1/2020 10 CEU's OK <i>Copies of all exams have been received</i>	Motion	Second
k) Tirone, Vincenzo	Town of Monson	Inspector of Buildings / Building Commissioner Appointed 9/22/2020 Local Certification 3/3/2020	Motion	Second

		12 CEU's <i>Copies of all exams have been received</i>		
<b>4. Examination Approval Packets</b> <i>(Copies of resumes provided today)</i>				
a) Baryluk, Christopher	No Affiliation (Franklin)	Qualifications Local and/or I of B	Motion	Second
b) Bassett, Randall	No Affiliation (Brewster)	Qualifications Local and/or I of B	Motion	Second
c) Bettencourt, Leo	No Affiliation (Pepperell)	Qualifications Local and/or I of B	Motion	Second
d) Broussard, Joseth	No Affiliation (Hampden)	Qualifications Local and/or I of B	Motion	Second
e) Cartier Creveling, Ernest	City of Amesbury	Qualifications Local and/or I of B	Motion	Second
f) Droggitis, Dennis	No Affiliation (Peabody)	Qualifications Local and/or I of B	Motion	Second
g) Forand, Richard	No Affiliation (Rochester)	Qualifications Local and/or I of B	Motion	Second
h) Iozzo, Paul J.	No Affiliation (Roslindale)	Qualifications Local and/or I of B	Motion	Second
i) Martins, Jorge	City of Revere	Qualifications Local and/or I of B <i>NERF to acknowledge 4/6/2021</i>	Motion	Second
j) Shepard, Michael J.	No Affiliation (Holyoke)	Qualifications Local and/or I of B <i>Quals denied March 2, 2021</i>	Motion	Second
k) Shurtleff III, Robert	No Affiliation (Plymouth)	Qualifications Local and/or I of B	Motion	Second
l) Slepoy, Robert	No Affiliation (Salisbury)	Qualifications Local and/or I of B	Motion	Second
m) Sutter, James	No Affiliation (Holyoke)	Qualifications Local and/or I of B	Motion	Second
n) Thibault, Daniel	No Affiliation (Feeding Hills)	Qualifications Local and/or I of B	Motion	Second

<b>5. New Employee Report Form Packets:</b> Footnote: R7.1.7.4 <b>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) Bangma, Dale	Town of Uxbridge	Acknowledge NERF <b>Local Inspector</b> Appointed 2/8/2021 Quals approved 11/12/2020 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
b) Cintolo, Louis	Town of Wayland	Acknowledge NERF <b>Local Inspector</b> Appointed Nov, 2019 ( <i>email sent for actual date</i> ) Quals approved 2/2/2021 0 CEU's Signed by <i>Town Administrator</i>	Motion	Second
c) DeVito, Jr., John	City of Everett	Acknowledge NERF <b>Local Inspector</b> Appointed 2/2/2021 Quals approved 2/2/2021 0 CEU's Signed by <i>Mayor</i>	Motion	Second
d) Forgue, Jason	Town of Russell	Acknowledge NERF <b>Building Commissioner</b> Appointed <i>Appointed Bldg Comm Chester (10/23/2018), Blandford, Cummington</i> Local Certification 2/1/2017 33.5 CEU's Signed by <i>Chair</i>	Motion	Second
e) Frasier, Kenneth	Town of Douglas	Acknowledge NERF <b>Building Commissioner</b> Appointed 1/19/2021 Local Certification 2/4/2020 57 CEU's Signed by <i>Town Administrator</i>	Motion	Second
f) Hasbrouck, Louis	Town of Sunderland	Acknowledge NERF <b>Local Inspector</b> Appointed 1/19/2021 I of B Certification 7/7/2008 41.5 CEU's Signed by <i>Chair</i>	Motion	Second
g) Martins, Jorge	City of Revere	Acknowledge NERF <b>Local Inspector</b> Appointed 3/1/2020 <i>Quals to be reviewed 4/6/2021</i> 0 CEU's Signed by <i>Mayor</i>	Motion	Second
h) Mavrelis, Andrew	City of Newton	Acknowledge NERF <b>Local Inspector</b> Appointed 3/1/2021 Quals approved 2/2/2021 0 CEU's	Motion	Second

		Signed by <i>Mayor</i>		
i) Mullins, Joseph	Town of Norton	Acknowledge NERF <b>Local Inspector</b> Appointed 3/4/2021 Quals approved 9/6/2017 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
j) Noble, Cheryl	Town of Tewksbury	Acknowledge NERF <b>Building Commissioner</b> Appointed 1/4/2021 I of B Certification 2/5/2008 72.5 CEU's Signed by <i>Town Manager - OK</i>	Motion	Second
k) Shaw, George	City of Cambridge	Acknowledge NERF <b>Local Inspector</b> Appointed 11/18/2020 Quals approved 3/2/ 2021 0 CEU's Signed by <i>City Manager</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) None				
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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.

Zuppa, Thomas BOCC 3-2021	City of Fitchburg	Qualifications were denied March 2, 2021  Review/Acknowledge NERF
Maragiolo, William BOCC 4-2021	No Affiliation	Exam results for local inspector were not accepted. Qualifications were approved March 2, 2021 and the exams were completed January 29 and 30, 2021.

<b>8. Review Application for Continuing Education – Exhibit Items attached</b> At the September 14, 2020 Board of Building Regulation and Standards (BBRS) meeting, BBRS members voted to extend the current training cycle, to maintain certification, through December 31, 2021. The continuing education submitted was reviewed by members present; <b>motion to approve was made by ____, seconded by ____.</b> <b>Motion passed by unanimous vote.</b> <div style="text-align: right;">(*) Courses previously approved</div>					
Name	Date	Course Description	CEU's	Cat	Course No.
Joseph Murray	1/15/2021	Correcting Common Misapplications of Fire and Life Safety Code Requirements	1.0	1	
	2/18/2021	Creating Healthier Environments with Integrated Patient Lifts offered by Guldman	1.0	1	
	2/5/2021	Amenity Rooftops: Coordinating Waterproofing and Drainage Design to Avoid Water Leakage offered by Simpson, Gumpertz & Heger	1.0	1	
	2/23/2021	Specification Strategies to Eliminate Concrete Moisture offered by ISE Logik Industries	1.0	1	
	2/23/2021	Achieving Style & Substance with the Newest Plumbing Innovations offered by Zurn	1.0		
Russ Wheeler	3/10/2021	2018 IBC Special Inspections / Commercial Inspections Process ICC#27500	0 (6.0)		
	3/22/2021	2015 IRC Essentials – Protection, Utilities, Conservation and Hazards	2.0	1	
Gene Novak	2/3/2021	Active Shooter Preparedness Workshop	1.0		
Gene Novak David McRae David Fuller Robert Borden Mike Menard	2/18/2021	BCD501 Essential Code Compliance in Light Wood Frame Construction AM Session	1.5	1	
Keith Richard	8/19/2020	Strong-Wall Shearwalls: Lateral-Force-Resisting Prefabricated Shearwalls	1.0	1	
	7/27/2020	Evaluating Floor Performance BLS200 offered by Weyerhaeuser	1.0	1	
Keith Richard Tim Oliver	7/27/2020 1/25/2021	Basic Facts of Engineered Lumber BLS 100 offered by Weyerhaeuser	1.0	1	
Patrick Finn	2/23-25/2021	High Strength Bolting & Anchor Rod Workshop offered by Federal Highway Admin Resource Center	9.0		
Tom Oliver	1/28/2021	Modern Framing Lumber Grading & Specification	1.0	1	
Marc LaPointe	2/23-24/2021	Community Rating System Two-Day Workshop	10.0	1	
Robert Garside	3/2/2021	ICC – Residential Inspections – virtual ICC#10350	8.0		
	3/1/2021	ICC – IRC Plan Review – virtual ICC# 10298	8.0		
	3/4/2021	Planning, Zoning and Land Use for Code Enforcement – virtual ICC# 27394	4.0		
Robert Sinibaldi	2/17/2021	2018 Residential Building Inspector Webinar Series: Exiting Buildings	0		
	2/5/2021	2018 Residential Chapters 4-10 Part 1	0		
	1/27/2021	2018 Residential Building Planning Part II	0		
Mike Menard	1/13/2021	A Tale of Two Timber Towers ICC# 26327	1.0	1	
Gerard McCarty	2/26/2021	Performance Based Alternative to Standard Fire Resistance Design offered by Simpson Gumperts & Heger	1.0	1	
Bob Borden	3/31/2021	Floodplain Management Training: making Substantial Improvement Determinations	1.5	1	
District 4	2/24/2021	Round Table on Inspector Task Group	3.0	2	<b>D4-0221</b>
District 2	2/23/2021	Fire Alarm – IRC	2.0	1	<b>D8-0221</b>
District 11	3/2/2021	IEBC	2.5	1	<b>D11-0321</b>
District 1	2/25/2021	Round Table	2.5	1	<b>D1-0221</b>

MetroWest	3/16/2021	Latest Advisory Regarding Electrical Installation completed without required permits and inspection and discussion on Roofing Issues	2.5	1	<b>MW-0321</b>
PSD	The following ENERGY courses have been updated to 2018 IECC for Residential				
		Energy - Solar Ready Provisions of the 9th Edition and IECC Updates (Resd 1.1 2018)	1	1	
		Energy - 3rd Party Residential Energy Code Verification (Resd 1.2 2018)	1	1	
		Energy - The Energy Code and Additions, Alteration, and Repairs (Resd 1.3 2018)	1	1	
		Energy - Mechanical Systems and Service Water Heating (Resd 2.1 2018)	1	1	
		Energy - Equipment Sizing: Manuals J and S (Resd 2.2 2018)	1	1	
		Energy - Duct Sealing, Testing, and Design (Resd 2.3 2018)	1	1	
		Energy - Residential Air Barrier and Insulation Installation (3.1 2018)	1	1	
		Energy - Whole-House Mechanical Ventilation: Options for Code Compliance (Resd 3.2 2018)	1	1	
		Energy - Residential Ventilation Done Right: Why and How (3.3 2018)	1	1	
		Energy - Stretch Code Overview and Compliance Options (Resd 4.1 2018)	1	1	
		Energy - Stretch Code Documentation (Resd 4.2 2018)	1	1	
PSD	The following ENERGY courses have been updated to 2018 IECC for Commercial				
		Energy - Shining a Light on Solar-Ready Requirements (Comm 1.1 2018)	1	1	
		Energy - Top 10 Things You Need to Know (Comm 1.2 2018)	1	1	
		Energy - COMcheck 101 - A New Energy Code Requirement Made Easy (Comm 2.1 2018)	1	1	
		Energy - COMcheck Case Study - Simple Commercial Building Case Study (Comm 2.2 2018)	1	1	
		Energy - COMcheck and Your Existing Building Projects (Comm 2.3 2018)	1	1	
		Energy - Commercial Air Barriers - Three Options for Code Compliance (3.1 2018)	1	1	
		Energy - What Makes a Commercial Air Barrier - It's the Details! (Comm 3.2 2018)	1	1	
		Energy - Documentation for Energy Code Permit Applications (Comm 4.1 2018)	1	1	
		Energy - Third-Party Documentation & Does LEED = Code? (Comm 4.2 2018)	1	1	
		Energy - Designers, Builders, and Code Officials Working Together for Energy Code Compliance (Comm 4.3 2018)	1	1	
		Energy - Commercial Energy Code Paybacks (5.1 2018)	1	1	
		Energy - Mechanical, Plumbing, and Lighting: Controls and Operations (Comm 7.1 2018)	1	1	
		Energy - Building Systems Commissioning: Saving Money and Meeting Code (Comm 8.1 2018)	1	1	

## 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.
Bun Chhuon	1/22/2019	Conflict of Interest Law	2.0	2	<b>C-1535*</b>
	9/16/2020	Concrete Repair Design	2.0	1	<b>C-2739*</b>
	9/16/2020	Truss Fundamentals	2.0	1	<b>C-2742*</b>
	9/15/2020	Concrete Repair Installation	2.0	1	<b>C-2740*</b>

	9/8/2020	Adhesive Anchor Installation	.5	1	C-2384*
John Moran	1/27/2021	Improving Earthquake Performance on Manufactured Homes	1.5	1	C-3214*
Chris Guerrieo	2/15/2021	Legal Module Study Guide	2.0	1	IC-317*
Robert Desousa PSD	2/24/2021	3rd Party Residential Energy Code Verification	1.0	1	C-3036*
	2/24/2021	Shining a Light on Solar-Ready	1.0	1	C-3081*
Keith Richard	8/17/2020	Deck Inspection for New and Existing Construction	1.0	1	C-3113*
	8/17/2020	Boring and Notching in Wood-Frame Construction	1.0	1	C-2940*
	8/18/2020	Deck Building 101 – Beginner’s Course	1.0	1	C-2546*
	8/18/2020	Code Requirements for Conventionally Framed Roofs	1.0	1	C-3112*
Keith Richard	7/27/2020	Or Equal? The Real Differences Between I-Joists	1.0	1	C-2671*
Tim Oliver	1/26/2021				
FEMA	3/10/2021	FEMA Letter Map Change Process	1.0	1	C-3569*
Tim Oliver	1/27/2021	Balcony and Deck Design offered by Weyerhaeuser Wood Products	2.0	1	C-3306*
Joseph Salamone	3/18/2021	Boring and Notching in Wood-Frame Construction	1.0	1	C-2940*
James Badera	12/23/2020	CSL Cont Ed 6 Hr CSL Renewal Course offered by Mass Contractors Academy 010208	6.0	1	C-3149*
	12/23/2020	6 hour CSL CEU’s offered through Mass Contractors Academy CS-010211	6.0	1	C-3464*

## 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: 806 certified building inspectors
    - o 474 Inspector of Buildings
    - o 332 Local
  - \* Active ONLY: 632 certified building inspectors
    - o 333 Inspector of Buildings
    - o 240 Local
    - o 59 Conditional local building inspectors
  - \* Qualifications Approved
    - o 675 individuals’ qualifications have been approved to take the exams, not currently affiliated
  - \* 698 certified building inspectors required to have 45 credit hours
    - o 492 More than 45 credit hours
    - o 176 Less than 45 credit hours
      - o 39 between 44 – 40 credit hours
      - o 137 Less than 40 credit hours
    - o 30 have 0 credit hours
  - \* 161 certified building inspectors required to have less than 45 credit hours – certified within current training cycle
    - o 67 More than 45 credit hours
- b. Review Code Change Proposal 110R7.2.5 *Notification Change of Employment*  
The word *status or* and *in writing* was added (highlighted in green)  
Discussion during the BBRS meeting an individual mentioned this might be confusing when a building official should notify the BBRS when they are filling in, acting as an Alternate or for Mutual Aid in a neighboring town.  
It was then pointed out the language already states ‘employment’ meaning even though they are helping out in a neighboring town his ‘employment’ has not changed.
- c. A suggestion was made to have a *Policy* for New Employees



d. Adjourn