



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

ASHLEY STOLBA
INTERIM SECRETARY, EXECUTIVE
OFFICE OF ECONOMIC
DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections

One Federal Street, Suite 600
Boston, Massachusetts 02110

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Minutes

AMUSEMENT ADVISORY BOARD

Division of Occupational Licensure
Video Conference Call Meeting

July 15, 2025, 10:00 AM

1. The meeting was called to order by the Chair by taking the roll call.

• Dan Walsh, Chair (Designee of the DOL Commissioner)	x present	☐ absent
• Robert Perkins, Traveling Amusement Device Representative	x present	☐ absent
• Eugene Dean, Traveling Amusement Device Representative	x present	☐ absent
• Wayne Darling, Kart Industry Representative	x present	☐ absent
• Vacant, Permanent Amusement Device Representative	☐ present	x absent
• Vacant, Permanent Amusement Device Representative	☐ present	x absent
• Andy Majuri, OPSI Building Inspector	x present	☐ absent
• Brian Logan, OPSI Engineering Inspector	x present	☐ absent
• John Naff, Local Building Inspector	x present	☐ absent
• Mike Neuzil, American Society for Testing & Materials (ASTM) Representative	x present	☐ absent
• Paul Cavanaugh, New England Association of Amusement Parks & Attractions (NEAAPA) Representative	x present	☐ absent
• Ryon Yemm, Amusement Industry Manufacturers & Suppliers (AIMS) Representative	x present	☐ absent
• Larry Fisher, Board of Fire Prevention (BFPR) Representative	☐ present	x absent
• Vacant, Challenge Course Owner/Industry Representative	☐ present	x absent
• Vacant, Climbing Wall Owner/Industry Representative	☐ present	x absent
• Vacant, Third-Party Inspector	☐ present	x absent

2. **Review of draft minutes from Amusement Advisory Board meeting on February 28, 2023.** The draft minutes from the February 28, 2023, Board meeting were reviewed. Motion to approve the minutes made by Eugene Dean, seconded by John Naff; motion passed by a majority roll call vote. (Robert Perkins, Eugene Dean, Wayne Darling, Andy Majuri, Brian Logan, John Naff, Mike Neuzil, Paul Cavanaugh, Ryon Yemm. Larry Fisher was not present. The Chair did not vote.



3. **Introductions of Staff and Members.** Dan Walsh mentioned that several members of the Office of Public Safety and Inspections were in attendance, and he gave each the floor to introduce themselves: Richard Holtz, Charles Kilb, Dan Kilburn, Cesar Lastra, Ross Seavey, and TJ Lacey.
4. **Agency Update.** Dan Kilburn discussed that the agency's new position will be assisting with the amusement application process and will conduct outreach to individuals with expired licenses. He mentioned that the agency will hold a preseason kickoff meeting next year. Dan Kilburn then talked about the requirement for owners of amusement devices to request inspections at least 10 days in advance of the event. Robert Perkins asked if the administrative assistant hired to help Cesar Lastra has a direct phone line that could be made available. Dan Kilburn responded to reach out to Jeff Putnam or to him, and he recited the phone number assigned to him, 617-877-0737. Robert Perkins then asked if amusement licenses could be issued 30 days in advance of their expiration so that the scheduling of events can be a smoother process. Dan Kilburn responded that the new person should help the process go smoothly. Cesar Lastra talked about how some applications are submitted without all the necessary information, and this hampers the process. Dan Kilburn closed by giving some examples of issues that have caused delays with processing applications.
5. **Processes.** Cesar Lastra spoke about the online applications for the Amusement License and Inspection Requests customer portal. There have been some snags that have been resolved, but overall, the online systems have been an improvement to the application process, as licenses are being issued in less time. He gave his email address to the group Cesar.Lastra@mass.gov.
6. **Distribute of Draft 520 CMR 5.00.** Board Counsel Richard Holtz spoke about the draft regulations that each Board member received as part of their meeting packet. In particular, the draft regulations have been reviewed by the agency internally and sent to the administration for consideration. He noted that a timeframe for the promulgation to be completed is not known at this time. Paul Cavanaugh asked two questions: were the comments about the regulations reflected in the February 28, 2023, meeting minutes incorporated into the draft regulations, and when the administration finishes its review of them, will the Board be holding another meeting? Counselor Holtz responded that he did not know if the comments were incorporated because he was not involved in the process when that meeting occurred. He also expressed not knowing if the draft regulations will be part of a future Board meeting. He spoke about the Commissioner having the authority to promulgate the regulations. Eugene Dean said his company is adding a new amusement ride to its current license and asked if the changes to the regulations will result in any changes to the current process. He spoke about how coordinating with a Third-Party Inspector is very challenging, and changes to the licensing procedures can result in delays for the licensees. Brian Logan asked if the new regulations include requirements for water parks. Counselor Holtz responded that the draft regulations include requirements for water slides. Charles Kilb said the proposed regulations adopt standards for waterparks. Ryon Yemm asked about the reason for changing the Amusement Advisory Board makeup, and asked if he would continue to have a place on the Board? No other comments were reflective.
7. **Matters not reasonably anticipated 48 hours in advance of meeting.** Nothing submitted.
8. **Adjournment.** Motion to adjourn made by John Naff, seconded by Robert Perkins; motion passed by a unanimous roll call vote at 10:52 AM (Chair Dan Walsh, Robert Perkins, Eugene Dean, Wayne Darling, Andy Majuri, Brian Logan, John Naff, Mike Neuzil, Paul Cavanaugh, Ryon Yemm).

List of Documents/Exhibits Used at this Meeting

- a. Draft minutes from the Amusement Advisory Board meeting on February 28, 2023
- b. Draft 520 CMR 5.00 - Proposed Regulations