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Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections
Architectural Access Board

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TION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF OC-
CUPATIONAL LICENSURE

WILLIAM JOYCE
EXECUTIVE DIRECTOR, ARCHITEC-
TURAL ACCESS BOARD

Board Meeting Minutes – April 10, 2023
Teleconference

This meeting was open to the public and began approximately 9:00 AM

Architectural Access Board member attendance

Dawn Guarriello, Chairperson (DG)
Patricia Mendez, Vice Chairperson (PM)
David Johnson (DJ)
Raymond Glazier (RG)
Jeffrey Dougan (JD)
Elizabeth Myska (EM)

Division of Occupational Licensure Employees attendance:

William Joyce – AAB Executive Director (WJ)
James Plotkin – Legal Counsel (JP)
Jamie Dalton – Legal Counsel (JaD)
Bradley Souders – Office Support Specialist (BS)
Andrew Chase – Compliance Officer (AC)

DG opened the meeting for Roll Call:

PM, JD, MM, EM, AJ

1. 9:00 AM V23-025 424-440 Massachusetts Avenue, Cambridge
Exhibit – Amended Variance Application and associated documents

WJ presented documentation – Discussion of Variance 1 (level landing):

Motion to Grant on the condition that automatic door opener controls are placed outside on the sidewalk except for door 434 which will be on the landing by JD
2nd by PM

Discussion of Variance 2 and 3 (nosings and handrails):

Motion to Grant by JD
2nd by AJ
By Acclamation/Carried

Discussion of Variance 4:



Motion to Grant on the condition the interior doors latch and hinge are reversed to the opposite side of the frame by JD

2nd by AJ

By Acclamation/Carried

2. 9:16 AM V23-030 497 Main Street, Melrose

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance 1:

Motion to Continue for detailed plans and photos of front entry and rear entry, and cost estimates and test drawings for removing steps and providing sloped entry by JD

2nd by PM

By Acclamation/Carried

Discussion of Variance 2:

Motion to Continue for photos and dimensions of single user toilet rooms and toilet rooms in locker rooms by JD

2nd by PM

By Acclamation/Carried

Discussion of Variance 3:

Motion to Continue for more information including detailed plans showing clearances by JD

2nd by PM

By Acclamation/Carried

Discussion of Variance 4:

Motion to Continue for more information including detailed plans showing clearances by JD

2nd by PM

By Acclamation/Carried

Discussion of Variance 5:

Motion to Continue for photos of location of accessible lockers, route to those lockers, and detailed plans showing dimensions of locker room by JD

2nd by EM

By Acclamation/Carried

Discussion of Variance 6:

Motion to Continue for more information including detailed plans showing clearances by JD

2nd by PM

By Acclamation/Carried

Discussion of Variance 7:

Motion to Continue for test drawings and cost estimates of reversing door swing by JD

2nd by AJ

By Acclamation/Carried

Discussion of Variance 8:



Motion to Grant by JD
2nd by AJ
By Acclamation/Carried

Discussion of Variance 9:

Motion to Continue for test drawings and cost estimates providing additional accessible stalls on the first floor or making stalls accessible on second floor by JD
2nd by PM
By Acclamation/Carried

Discussion of Variance 10:

Motion to Continue for test drawings and estimates for lift or ramp, permanent or portable, to stage as well as purpose and use of stage by JD
2nd by PM
By Acclamation/Carried

3. 9:55 AM V23-051 44 Old Upton Road, Grafton

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance

Motion to Continue for cost estimates and impacts for constructing a lift to the second floor by JD

2nd by PM

By Acclamation/Carried

4. 10:05 AM V23-052 203 Main Street, Worcester

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance

Motion to Grant on the condition the controls are on the sidewalk and signage provided at actuators and automatic door opener is installed to adjacent retail space by JD

2nd by PM

By Acclamation/Carried

5. 10:26 AM V23-053 48 Village Street, Reading

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance 1 (25.1)

Motion to Deny by JD

2nd by AJ

By Acclamation/Carried

Discussion of Variance 2 (20.11.1):

Motion to Deny by JD

2nd by AJ

By Acclamation/Carried

Discussion of Variance 3 (28.1):

Motion to Continue to resolve previous denials by JD



2nd by AJ
By Acclamation/Carried

6. 10:39 AM V23-054 25 Prospect Street, Northampton
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Packet by JD
2nd by AJ
By Acclamation/Carried

7. 10:40 AM V23-055 3 Grafton Common, Grafton
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Grant by JD
2nd by PM
By Acclamation/Carried

8. 10:48 AM V23-056 Canton and Valley Streets, Fitchburg
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance 44.6.2.e
Motion to Deny by JD
2nd by PM
By Acclamation/Carried

Motion to Grant relief to 44.2 and 44.1 as shown on plan A-101 on AAB 16 by JD
2nd by PM
By Acclamation/Carried

9. 11:00 AM Hearing declared regarding V23-004 695 Atlantic Avenue, Boston:
PM opened the hearing, introduced Board and established procedures. Participants Keith Flanders, Cathy Naughton, Mark VanLuven, Amanda Clark, and Michael Muehe are sworn in. Exhibit #1 – the hearing packet AAB 1-38 is noted. Keith Flanders presented application. Additional comments and testimony provided by Amanda Clark, Cathy Naughton, Mark VanLuven, and Michael Muehe. Discussion and Questions of Hearing:
Motion to Grant on the condition that a menu and buzzer system at front to order, back entrance video and audio cues for door opening, wayfinding signage for entire route including corridor and entrances, review of policy and procedures by the Board, training of building and Susan's Deli staff, and for this use only by JD
2nd by EM
By Roll Call PM/Y, JD/Y, EM/Y, AJ/Y

10. 1:00 PM Hearing declared regarding V23-017 100 Trade Center Drive, Woburn:
DG opened the hearing, introduced Board and established procedures. Participants Peter Scolaro and Michael Muehe are sworn in. Exhibit #1 – the hearing packet AAB 1- is noted. Peter Scolaro presented



application. Additional comments and testimony provided by Michael Muehe. Discussion and Questions of Hearing:

Motion to Continue to verify if larger platform lift can be utilized, change swing of doors to increase maneuverability, and training of staff in use of lift and service by JD
2nd by PM
By Acclamation/Carried

11. 1:44 PM V23-057 205 Beacon Street, Somerville
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance 1
Motion to Deny by JD
2nd by PM
By Acclamation/Carried

Discussion of Variance 2:
Motion to Deny by JD
2nd by PM
By Acclamation/Carried

12. 1:47 PM V23-058 197 Main Street, Gloucester
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Packet by JD
2nd by PM
By Acclamation/Carried

13. 1:47 PM V23-059 7 Middlesex Street, Framingham
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Schedule hearing by PM
2nd by EM
By Acclamation/Carried

14. 1:48 PM V23-060 1042 Main Street, Woburn
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Grant under the usual conditions by JD
2nd by PM
By Acclamation/Carried

15. 1:49 PM V23-061 17 Dearborn Road, Peabody
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Grant under the usual conditions by PM
2nd by AJ
By Acclamation/Carried



16. 1:50 PM V23-062 170 Central Avenue, Chelsea
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Grant under the usual conditions by PM
2nd by JD
By Acclamation/Carried

17. 1:51 PM V23-063 52 New Street, Cambridge
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Grant under the usual conditions by PM
2nd by JD
By Acclamation/Carried

18. 1:52 PM V23-064 12 Prospect Street, Northampton
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to grant on the condition of Board review of policy of mirrored services between two
floors in the conference room by JD
2nd by PM
By Acclamation/Carried

Discussion of Variance 2:

Motion to Continue for test drawing and cost estimates showing lift allowing access to second
floor by JD
2nd by PM
By Acclamation/Carried

19. 2:01 PM V18-218 46 Millmont Street, Roxbury
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance
Motion to Schedule hearing by PM
2nd by JD
By Acclamation/Carried

20. 2:02 PM V19-273 26 Middleton Road, Boxford
Exhibit – Status report and associated documents
WJ presented documentation – Discussion of Status report
Motion to Accept with reminder of due date by JD
2nd by AJ
By Acclamation/Carried

21. 2:04 PM V21-058 181 Hillman Street, New Bedford
Exhibit – Amended Variance Application and associated documents



WJ presented documentation – Discussion of Variance

Motion to Grant until 7/1/2024 and notice that no extensions are anticipated by the Board by JD

2nd by PM

By Acclamation/Carried

22. 2:12 PM V22-161 52-60 Western Avenue, Boston

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance

Motion to Accept by JD

2nd by EM

By Acclamation/Carried

23. 2:13 PM V22-039 22-28 Veazie Street, North Adams

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance

Motion to Grant on the condition that guardrail is installed and wayfinding signage is installed by JD

2nd by PM

By Acclamation/Carried

24. 2:19 PM V23-044 176 Harvard Avenue, Allston

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance

Motion to Schedule hearing by JD

2nd by EM

By Acclamation/Carried

25. 2:25 PM Decisions

Exhibit – Decisions and associated documents

WJ presented documentation – Discussion of Decisions

Motion to Accept decisions by JD

2nd by PM

By Acclamation/Carried

Exhibit List

- The Kennedy Building, 424-440 Massachusetts Avenue, Cambridge (V23-025)
 - Exhibit – Amended Variance Application and associated documents
- Melrose Family YMCA, 497 Main Street, Melrose (V23-030)
 - Exhibit – Variance Application and associated documents
- Silver Spruce Montessori School, 44 Old Upton Road, Grafton (V23-051)
 - Exhibit – Variance Application and associated documents
- Mixed Use Building, 204 Main Street, Worcester (V23-052)
 - Exhibit – Variance Application and associated documents



- Residential Building, 48 Village Street, Reading (V23-053)
 - Exhibit – Variance Application and associated documents
- Talbot House, 25 Prospect Street, Northampton (V23-054)
 - Exhibit – Variance Application and associated documents
- Unitarian Church, 3 Grafton Common, Grafton (V23-055)
 - Exhibit – Variance Application and associated documents
- Fitchburg Housing Authority, Canton and Valley Streets, Fitchburg (V23-056)
 - Exhibit – Variance Application and associated documents
- Residential Building, 205 Beacon Street, Somerville (V23-057)
 - Exhibit – Variance Application and associated documents
- Susan’s Deli, 695 Atlantic Avenue, Boston (V23-004)
 - Exhibit – Variance Application and associated documents
- 100 Trade Center, 100 Trade Center Drive, Woburn (V23-017)
 - Exhibit – Variance Application and associated documents
- Police Courthouse, 197 Main Street, Gloucester (V23-058)
 - Exhibit – Variance Application and associated documents
- Church, 7 Middlesex Street, Framingham (V23-059)
 - Exhibit – Variance Application and associated documents
- Woburn Heights, 1042 Main Street, Woburn (V23-060)
 - Exhibit – Variance Application and associated documents
- 5 Story Residential, 7 Dearborn Road, Peabody (V23-061)
 - Exhibit – Variance Application and associated documents
- Chelsea Innes, 170 Central Avenue, Chelsea (V23-062)
 - Exhibit – Variance Application and associated documents
- Mixed Use Building, 52 New Street, Cambridge (V23-063)
 - Exhibit – Variance Application and associated documents
- Davis Center, 12 Prospect Street, Northampton (V23-064)
 - Exhibit – Variance Application and associated documents
- Capen Annex, 26 Henshaw Avenue, Northampton (V23-065)
 - Exhibit – Variance Application and associated documents
- Refugee Church of Christ, 46 Millmont Street, Roxbury (V18-218)
 - Exhibit – Variance Application and associated documents
- Harry Lee Cole School, 26 Middleton Road, Boxford (V19-273)
 - Exhibit – Status report and associated documents
- Hillman Street Complex, 181 Hillman Street, New Bedford (V21-058)
 - Exhibit – Amended Variance Application and associated documents
- Lab Building, 52-60 Western Avenue, Boston (V22-161)
 - Exhibit – Variance Application and associated documents
- The Porches Hotel, 22-28 Veazie Street, North Adams (V23-039)
 - Exhibit – Variance Application and associated documents
- Bubble Tea Shop, 176 Harvard Avenue, Allston (V23-044)
 - Exhibit – Variance Application and associated documents
- Decisions
 - Central Mass Ball Club, 146 South Main Street, Milford (V23-010)
 - Community Pool, 18 MacIntyre Drive, North Reading (V22-112)



- 6 Unit Residential, 8 Ashton Street, Boston (V21-054)

