



**MAURA HEALEY**  
GOVERNOR

**KIM DRISCOLL**  
LIEUTENANT GOVERNOR

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SECRETARY, EXECUTIVE OFFICE  
OF ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Office of Public Safety and Inspections**  
**Architectural Access Board**  
1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

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

**SARAH R. WILKINSON**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**Board Meeting Minutes – July 1, 2024**  
**Teams Meeting**

This meeting was open to the public and began at approximately 9:04 AM

Architectural Access Board member attendance:

Dawn Guarriello, Chairperson (DG)  
Patricia Mendez, Vice Chairperson (PM)  
Elizabeth Myska (EM)  
Kathryn Denis (KD)  
Pamela Daly (PD)  
Jeff Dougan (JD)  
David Johnson (DJ)  
Joe Prochilo (JP)

Division of Occupational Licensure Employees attendance:

William Joyce – AAB Executive Director (WJ)  
Jamie Dalton – Board Counsel (JaD)  
Andrew Chase – Compliance Officer (AC)  
Molly Griffin – Program Coordinator (MG)

PM opened the meeting for Roll Call:

KD, PD, JD, EM



1. 9:05 AM V24-106 & C23-174 34 New Ipswich Road, Ashby  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Motion to Grant until July 31<sup>st</sup>, 2024, by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried

2. 9:06 AM V24-107 20 Park Drive, Boston  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Motion to Grant as proposed by KD  
2<sup>nd</sup> by JD  
By Acclamation/Carried

3. 9:08 AM V24-108 Broadway and Osgood Street, Methuen  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Motion to Continue for a feasibility study of extending the curb ramp runs and the dimensions of the curb cut and the landing provided by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

4. 9:11 AM V24-109 200 Park Street, Easthampton  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Request 1  
Motion to Continue for more information to clarify their purpose for a request for variance by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

Request 2  
Motion to Deny Level 1 girls locker room toilet location by PD  
2<sup>nd</sup> by KD  
By Acclamation/Carried

Motion to Find no variance is required for the staff use only toilet rooms, but to note staff bathrooms on the permit plans by KD  
2<sup>nd</sup> by JD  
By Acclamation/Carried

Motion to Grant the level 2 Grade 4 girls toilet location by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried

Request 3

Motion to Deny relief for level 1 grade 1 boys, level 1 grade 1 girls, level 1 grade one bathroom, and level 1 grade 1 #1042 water closet heights by PD  
2<sup>nd</sup> by JD  
By Acclamation/Carried

Motion to Grant level 1 bathrooms by cafeteria and #1056 by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

Request 4

Motion to Grant and interior and exterior door handles must comply by PD  
2<sup>nd</sup> by KD  
By Acclamation/Carried

5. 9:34 AM V24-110 Norumbega Road, Weston  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Motion to Grant all 3 requests as proposed by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

6. 9:44 AM V24-111 103 Pilgrim Road, Boston  
Exhibit- Additional information  
WJ presented documentation

Motion to Packet by JD  
2<sup>nd</sup> By KD  
By Acclamation/Carried

7. 9:45 AM V24-112 1197 Washington Street, Weymouth  
WJ presented documentation- variance application

Motion to Schedule a Hearing (for all three requests) including but not limited to a cost for compliance, cut sheets, site plan, and full set of stamped plans by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

8. 9:52AM V24-113 2 Mary Ann Drive, Nantucket  
WJ presented documentation  
  
Motion to Grant for this use only and to take appropriate measures to ensure any persons with disabilities is scheduled for an accessible room by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried
9. 10:01 AM V24-116 235 Pleasant Street, Marblehead  
WJ presented documentation- Variance application  
  
Motion to Waive the 2-week waiting period by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried  
  
Motion to Grant until Dec. 1, 2024, by JD  
2<sup>nd</sup> by EM  
By Acclamation/Carried
10. 10:15 AM V23-020 535 East Broadway, Boston  
WJ presented documentation- Status Update  
KD Recuses  
-  
Tabled to next meeting- lost quorum
11. 10:17 AM V23-059 7 Middlesex Street, Framingham  
WJ presented documentation- variance application  
  
Motion to Find that the plans submitted do not comply with 521 CMR by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried  
  
Motion to Clarify the amendment form by JD  
2<sup>nd</sup> by KD  
By Acclamation/Carried
12. 10:30 AM V24-089 19 Waterville Street, North Grafton  
WJ presented documentation- requested floor plan  
  
Motion to Continue for the cost of adding a handrail on the other side and for the petitioner's accommodation policy by KD  
2<sup>nd</sup> by JD  
By Acclamation/Carried

13. 10:39 AM

## Minutes and Decisions

Motion to Accept Minutes and Decisions by KD

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

JD- abstains for Decisions on V24-053 and V24-054, yes for V24-032 and minutes

EM- yes

PM- yes

Motion Passes, 5 yes, 1 abstention for Decisions on V24-053 and V24-054 only, 0 no

14. 1:00 PM Hearing

V24-034

54 The Fenway

PM opened the hearing, introduced the Board, and established procedures. Participants Zachary Stanesa, Erin McCabe, Doug Anderson and Michael Muehe are sworn in. Exhibit #1 AAB 1-30 is noted. Exhibit #2, a slide deck is noted. Participants from Berklee present their work. Discussions and questions of Hearing:

Michael Muehe testifies on behalf of BCIL, notes concern that no timeline for compliance has been proposed by Petitioner. Notes in his experience not having a timeline is unusual and concerning. Requests the Board to lock in full compliance now rather than in the future. BCIL would oppose any variance until Berklee can provide detailed drawings to make this building fully accessible.

Motion to Grant time relief for 1 year for full compliance study and emergency building exterior work by KD

2<sup>nd</sup> by JD

By Acclamation/Carried

15. 2:00PM Hearing

V24-038

198 Commercial Street, Provincetown

PM opened the hearing, introduced the Board, and established procedures. Participants Robin Reid, Patrick Guthrie Anne Howard, Stuart Jackson, Donna Walker, and Elspeth Slayter are sworn in. Exhibit #1 AAB 1-71 is noted. Robin Reid begins presenting along with Elspeth Slayter and Patrick Guthrie walks through the plans. Discussions and questions of Hearing:

Elspeth Slayter testifies on behalf of the Provincetown Disability Commission and reiterates the Commission's unanimous support for this variance request.

Motion to Accept withdrawal of request for variance regarding 521 CMR 20.3 by JD

2<sup>nd</sup> by PD

By Acclamation/Carried

Motion to Grant variances for 521 CMR 26.6.5 and 30.5 on the condition that the accessible door and doorway to the common washroom be lengthened by JD  
2<sup>nd</sup> by PD  
By Acclamation/Carried

Respectfully submitted,  
Molly Griffin, Program Coordinator

#### Exhibit List

- Ashby American Legion Post 362, 35 New Ipswich Road, Ashby (V24-106 & C23-174)
  - Exhibit – Variance Application and associated documents
- Back Bay Fens, 20 Park Drive, Boston (V24-107)
  - Exhibit – Variance Application and associated documents
- Curb Ramp, Corner of Osgood Street and Broadway, Methuen (V24-108)
  - Exhibit – Variance Application and associated documents
- Easthampton Mountain View School, 200 Park Street, Easthampton (V24-109)
  - Exhibit – Variance Application and associated documents
- Norumbega Tower, Norumbega Road, Weston (V24-110)
  - Exhibit – Variance Application and associated documents
- The Winsor School, 103 Pilgrim Road, Boston (V24-11)
  - Exhibit – Variance Application and associated documents
- Cornerstone at Weymouth, 1197 Washington Street, Weymouth (V24-112)
  - Exhibit – Variance Application and associated documents
- Dentist Office, 2 Mary Ann Drive, Nantucket (V24-113)
  - Exhibit – Variance Application and associated documents
- Abbot Public Library, 235 Pleasant Street, Marblehead (V24-116)
  - Exhibit – Variance Application and associated documents
- South Boston Municipal Courthouse, 535 East Broadway, Boston (V23-020)
  - Exhibit- Status Report
- Church, 7 Middlesex Street, Framingham (V23-059)
  - Exhibit- Site plans
- St. Mary Church, 19 Waterville Street, North Grafton (V24-089)
  - Exhibit- Site plans
- Berklee College of Music Dormitory, 54 The Fenway, Boston (V24-034)
  - Exhibit #1- AAB 1-30
  - Exhibit #2- a slide deck
- Crew's Quarters, 198 Commercial Street, Provincetown (V24-038)
  - Exhibit #1 – AAB 1-71
- Minutes to approve from June 17, 2024 and decisions from June 3<sup>rd</sup> and June 17<sup>th</sup>
  - June 3, 2024 decisions

- June 17<sup>th</sup>, 2024 decisions and minutes