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

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UNDERSECRETARY OF
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BUSINESS REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

**Architectural Access Board
Meeting Minutes –August 11, 2025,
Teams Meeting**

This meeting was open to the public and began at approximately 9:04 AM
Architectural Access Board member attendance:

Dawn Guarriello, Chair (DG)
Patricia Mendez, Vice Chair (PM)
Elizabeth Myska (EM)
David Johnson (DJ)
Jeff Dougan (JD)
Kay Bell (KB)
Pamela Daly (PD)
Elizabeth Myska (EM)
Katie Denis (KD)

Division of Occupational Licensure Employees attendance:
William Joyce – AAB Executive Director (WJ)
Jamie Dalton – Board Counsel (JaD)
Molly Griffin – Program Coordinator (MG)
Arelyn Benitez- Compliance Officer (AB)

DG opened the meeting for Roll Call:
PM, KD, PD, DJ, JD, EM, KB

1. 9:04 AM

V25-125

1314 Washington Street, Newton

Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance:

Motion to Continue for more information on the condition of the exterior ramp
and if the ramp leading to the accessible toilet room is compliant, test drawings
and cost estimates to make the new entry compliant by DJ

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

2. 9:19 AM V25-126 Hartwell Street Bridge, Sterling

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

Motion to Find that no variance is required as 521 CMR does not consider vehicular ways pedestrian
paths by KD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

3. 9:25 AM V25-129 40 Edwin H Land Boulevard, Cambridge

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

KD Recuses

Motion to Continue for whether a zoning variance was sought for this space by JD

2nd by PD

Roll Call Vote

PM- yes

KD- abstain

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

7 yes, 0 no, 1 abstention- Motion Passes

20.9

Motion to Grant with compliant handrails on the wall side by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- abstain

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

7 yes, 0 no, 1 abstention- Motion Passes

23.4.3

Motion to Continue for more information for dimensions of this space for an alternative design such as 8x5 to reduce the cross slope of the space by KB

2nd by JD

Roll Call Vote

PM- yes

KD- abstain

PD- yes

DJ- yes
JD- yes
EM- yes
KB- yes
DG- yes
7 yes, 0 no, 1 abstention- Motion Passes

22.3.2
Motion to Deny by PD
2nd by PM
Roll Call Vote
PM- yes
KD- abstain
PD- yes
DJ- yes
JD- yes
EM- yes
KB- yes
DG- yes
7 yes, 0 no, 1 abstention- Motion Passes

4.9:46 AM V25-130 0 Post Office Square, Boston
Exhibit- Variance Application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Continue for a test drawing for a 36" wide ramp by JD
2nd by PM
Roll Call Vote
PM- yes
KD- yes
PD- yes
DJ- yes
JD- yes
EM- yes
KB- yes
DG- yes
8 yes, 0 no, 0 abstention- Motion Passes

5. 9:51 AM C14-134 154 Cedar Terrace, Natick

Exhibit-Status Update

WJ presented documentation-Additional information

Motion to Pause the accrual of the fines as of July 23, 2025, by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

Motion to Direct staff to confirm all outstanding items have been addressed as well to order

Respondent to provide the Board a cut sheet of the bus shelter by KD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

6. 10:06 AM C23-006 33 Garnet Street, Fitchburg

Exhibit- Additional Information

WJ presented documentation- Additional information

Motion to Close the complaint on the condition that there is an accessible route to this newly installed lift by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes
EM- yes
KB- yes
DG- yes
8 yes, 0 no, 0 abstention- Motion Passes

7. 10:10 AM V15-025 374 Commonwealth Avenue, Boston
Exhibit- Additional Information
WJ presented documentation- Additional information

Motion to Grant relief to 28.1 on the condition that the proposed lift provided on plans dated 7/18/2025 is installed by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

8. 10:25 AM V20-160 36 Winthrop Street, Taunton
Exhibit- Amended Application
WJ presented documentation- Amended application

Motion to Continue for status update after the Board of Directors meeting, a detailed schedule, and an update on the conservation commission timeline by KD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

9. 10:34 AM V24-053, V24-054, V25-034, V25-044 Mt.

Holyoke College
Exhibit- Status Reports
WJ presented documentation- Status Reports

Motion to Accept Status Reports with guidance that a request for an extension must come in the form of an amendment by JD

2nd by PM

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

10. 10:36 AM V24-106 & C23-174 35 New Ipswich Road, Ashby

Exhibit- Additional Information

WJ presented documentation- Additional information

Motion to Deny reopening the hearing based on the fact that this information is not relevant and was reasonably available at the time of the hearing by JD

2nd by KB

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

Motion to Continue for the Town to respond to the most recent allegation of repair work by 8/21/2025 by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes
KB- yes
DG- yes
8 yes, 0 no, 0 abstention- Motion Passes

11:00 AM Hearing

C25-022

4 Liberty Square, Boston

DG opened the hearing, introduced the Board, and established procedures. Participants Chris Jantzen, Christina Madek, Jacon Luria, Michael Muehe, Arelyn Benitez are sworn in. Exhibit #1 AAB 1-123 is noted. AB gives background information regarding this case to the Board. Chris Jantzen, as the complainant, then gives background in this case as a tenant of the building. He notes that it has been two months without any working elevator in this building. Christina Madek adds that there is a pattern of indifference of the landlord concerning this building. DG swears in Gregory McCarthy, owner of the building. Mr. McCarthy says he has been in touch with Buckley Elevator and scheduled a time for repair, but they discovered water in the elevator pit. Michael Muehe testifies on behalf of BCIL, and BCIL fully supports the requests of the complainants and tenants. He asks that the Board order the owner to bring both elevators into full compliance, and to have the owner provide reasonable accommodations for tenants and clients including alternative meeting space. Discussion and questions of hearing.

Motion to Find in favor of the complainant by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

Motion to Take this under advisement by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes
DG- yes
8 yes, 0 no, 0 abstention- Motion Passes

Motion to Order Respondent to ensure that at least 1 elevator is functioning within 30 days of decision, and to report the status of the elevators by no later than the close of business on August 21, 2025 by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

Motion to Order Respondent to give us a plan for compliance for the second elevator within 30 days of notice by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

Motion to Expedite the decision by JD

2nd by PM

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

1:00 PM Hearing
Worcester

V25-030

12-16, 30 Wellington Street,

KD Recuses

PM opened the hearing, introduced the Board, and established procedures. Participant Brandon Franks on behalf of the owner is sworn in. Exhibit #1 AAB 1-47 is noted. Mr. Franks discusses the various variance requests for the Board and discusses accommodation plans that they are working on. Discussion and questions of hearing.

Trash Rooms

Motion to Grant on the condition of a status report of the trash pickup system 3 months from the date of notice by KB

2nd by JD

Roll Call Vote

PM- yes

KD- recuses

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

Temporary Relief

Motion to Grant time relief until 3/1/2030 with annual time relief starting 1/1/2026 by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- recuses

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

11. 1:38 PM

V24-154 & C24-040

42 Harrison Archway,

Boston

Exhibit- Additional Information

WJ presented documentation- Additional information

Motion to Accept status report by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

7 yes, 0 no, 0 abstention- Motion Passes

12. 1:41 PM V25-076 761 Temple Street, Duxbury

Exhibit- Additional Information

WJ presents documentation- Additional information

Motion to Grant on the condition that the washer and dryer is relocated out of bathroom

1 for more room for changing by KD

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

7 yes, 0 no, 0 abstention- Motion Passes

13. 1:57 PM V25-098 141-143 Endicott Street, Revere

Exhibit- Additional Information

WJ presented documentation-Additional information

Motion to Grant the use of the lift under the current plan with the demarcated path and lighting by JD

2nd by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes
KB- yes
DG- yes
8 yes, 0 no, 0 abstention- Motion Passes

Motion to Find that encumbering the spaces with deeds does not relieve them of the requirement under 10.3 by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

14. 2:09 PM V25-110 10 Post Office Square, Boston

Exhibit- Additional information

WJ presented documentation- response and associated documents

Motion to Ensure the treads are no shallower than 10.5 inches by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- abstain

KB- yes

DG- yes

7 yes, 0 no, 1 abstention- Motion Passes

15. 2:20 PM V25-115 97 Bradford Street, Provincetown

Exhibit- Additional information

WJ presented documentation- additional information and associated documents

Motion to Continue for test drawings and a feasibility study with costs to provide an accessible entrance by KD

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

8 yes, 0 no, 0 abstention- Motion Passes

16. 2:26 PM Advisory Opinion

Exhibit- Advisory Opinion

WJ presented documentation- Advisory request

Motion to Find that this is employee space and is not subject to 521 CMR so long as no members of the general public, students, or interns have access to the space by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

17. 2:42 PM Minutes and Decisions

Exhibit- July 28, 2025, minutes and decisions

WJ presented documentation- minutes and decisions

Motion to Accept the minutes and decisions with edits by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

KB- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

Respectfully submitted,
Molly Griffin, Program Coordinator

Exhibit List

- JL Dance Center Annex, 1314 Washington Street, Newton (V25-125)
 - Exhibit – Variance Application and associated documents
- Hartwell Street Bridge over CSX Railroad, Sterling (V25-128)
 - Exhibit- Variance Application and associated documents
- Royal Sonesta Boston, 40 Edwin H Land Boulevard, Cambridge (V25-129)
 - Exhibit- Variance Application and associated documents
- Post Office Square Café, 0 Post Office Square, Boston (V25-130)
 - Exhibit- Variance Application and associated documents
- Cedar Gardens, 154 Cedar Terrace, Natick (C14-134)
 - Exhibit- Additional information
- Jeffrey's House, 33 Garnet Street, Fitchburg (C23-006)
 - Exhibit- Additional information
- Harvard Club, 374 Commonwealth Avenue, Boston (V15-025)
 - Exhibit- Additional information
- Congregation Agudath Achim, 36 Winthrop Street, Taunton (V20-160)
 - Exhibit- Amended application
- Mount Holyoke College Buildings, South Hadley (V24-053, V24-054, V25-034, V25-044)
 - Exhibit- Status report
- Ashby American Legion Post, 35 New Ipswich Road, Ashby (V24-106 & C23-174)
 - Exhibit- Additional information
- Ruth Barkley Apartments, 42 Harrison Archway, Boston (V24-154 & C24-040)
 - Exhibit- Status report
- Isaac Simmons Farm, 761 Temple Street, Duxbury (V25-076)
 - Exhibit- Additional information
- Residential Building, 141-143 Endicott Street, Revere (V25-098)
 - Exhibit- Additional information
- Restaurant, 10 Post Office Square, Boston (V25-110)
 - Exhibit- Additional Information
- The Gaslamp Bed and Breakfast, 97 Bradford Street, Provincetown (V25-115)
 - Exhibit-Additional information
- Commercial Building, 4 Liberty Square, Boston (C25-022)
 - Exhibit#1- AAB 1-123
- Wellington Apartments, 12-16, 30 Wellington Street, Worcester (V25-030)
 - Exhibit#1- AAB 1-47
- Advisory Opinion

- Exhibit- Advisory opinion regarding laboratories
- Minutes and decisions from the July 28, 2025, meeting
 - Exhibit- draft minutes and draft decisions