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MEETING MINUTES
Building Code Coordinating Council (BCCC)
One Ashburton Place, Boston MA 02108

Cafeteria Conference Room on the Plaza Level

March 16, 2017 @ 1:00 p.m.

Notes:

Meeting agenda is listed as **EXHIBIT A**. Others reviewed are identified sequentially.

1. Co-Chair, Liz Minnis, opened the regular meeting at approximately 1:04 p.m. and took roll call as follows:

2. Roll Call:

1. Jennifer Queally Co-Chair (JQ)	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
2. Liz Minnis Co-Chair (LM)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
3. Ian Finlayson (IF)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
4. Matt Moran (MM)	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
5. William Miller (WM)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
6. Peter Ostroskey (PO)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
7. Anthony Caputo (AC)*	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
8. Richard Crowley (RC)**	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
9. Peter Senopoulos (PS)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
10. Charles Kilb (CK)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
11. Peter Kelly (PK)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
12. Paul Halfmann (PH)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
13. David Bragg (DB)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
14. Tom Hopkins (TH)	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
15. Stephen Sampson (SS)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
16. Edward Kawa (EK)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
17. Maurice Pilette (MP)***	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
18. Jason Piques (JP)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

* Jen Hoyt designated to sit for Anthony Caputo;

** Rob Anderson designated to sit for Richard Crowley; and

*** Steve Rourke designated to sit for Maurice Pilette.

3. **Minutes:**

- a.) On a **MOTION** by Ian Finlayson seconded by Edward Kawa it was unanimously voted to approve the draft minutes for September 30, 2016 meeting as submitted (**EXHIBIT B**).
- b.) On a **MOTION** by Peter Senopoulos seconded by Steve Rourke it was unanimously voted to approve the draft minutes for the February 16, 2017 minutes (**EXHIBIT C**) with the following corrections. Revise the following paragraph on page 2, item 4 under BCCC protocols as it appears in the minutes to:

Beth McLaughlin, DPS, provided an overview of revised BCCC Protocols that were reviewed by a committee previously approved by the BCCC. Beth explained that committee members reviewed protocols to ensure that BCCC members were working within established boundaries of the executive order with an emphasis on the 1st, 2nd and 3rd read that became a practice, but never codified in the protocols. Beth presented a red-line mark-up of the protocols with several minor housekeeping changes, including revising the 1st, 2nd and 3rd read practice to a simpler tabling process if BCCC members wished more time to review a proposed regulation or required off-line consultation to better understand if conflicts and/or duplications were reflected in a regulation. With respect to council determinations on regulatory submittals, each submittal will be reviewed and acted on a case by case basis.

4. **Membership:**

Council members reviewed the membership list dated 2/16/17 (**EXHIBIT D**) and did not have any significant changes. However, members noted that some confusion remains as to appropriate membership and designees allowed to serve on the council. Jen Hoyt noted that she sits as a designee for Board of Fire Prevention Chairman, Anthony Caputo, but his name does not appear on the list. Additionally, DFS Marshal, Peter Ostroskey, noted that there is some confusion as to who may serve as a designee from time to time. Rather than identify possible designees on the membership list, Marshal Ostroskey suggested that we should only identify the person filling the actual position on the membership list and annotate meeting minutes when a designee is assigned. All agreed.

5. **Old Business:**

Marshal Ostroskey introduced the agenda topic relating to a revised 527 CMR 1.00 indicating that council members voted to table action on the code at the last meeting due to some concerns raised by a third party review of the document. Subsequent to that meeting, members of DFS staff have had conversations with Department of Public Safety (DPS) staff and others to help ensure that there are no remaining concerns of duplication or conflict in the revised code. At this point, DFS is confident that all concerns have been adequately addressed and, except for those anticipated and allowed by statute, there are no conflicts or duplications with other state construction regulations.

Rob Anderson indicated that he and Board of Building Regulations and Standards (BBRS) Chairman, Richard Crowley, met with DFS staff, Jen Hoyt and Paul Vigneau, to review concerns raised by the third party review. Each concern was reviewed individually. In many case, a provision may have been misunderstood. In those cases, clarifying guidance was offered as to the correct application of the provision. In other cases, it appeared that code text needed adjustment, which was done. All items were satisfactorily addressed. In fact, BBRS Chair Crowley sent a message of thanks the following day to DFS Marshal Ostroskey for the diligence of his staff.

Marshal Ostroskey further indicated that the revised 527 CMR 1.00 still needs to go through remaining EO 562 protocols and public hearing processes, so there is plenty of time for comment as to its content. Marshal

Ostroskey informed all council members that the revised code is posted on the DFS website and available for viewing and he expects a healthy dialogue at public hearing.

In consideration of the work that has been done, on a MOTION by Marshal Peter Ostroskey seconded by Jen Hoyt it was unanimously voted to issue a favorable review for 527 CMR 1.00 so that it may advance through the remaining process.

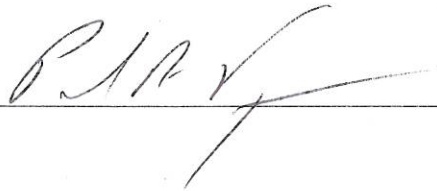
6. **New Business:** None

7. There were no additional matters not reasonably anticipated by the co-chairs two (2) business days in advance of meeting.

8. **Adjourn:**

On a MOTION by Steve Rourke seconded by Peter Senopoulous it was unanimously voted to adjourn at approximately 1:25 p.m.

Submitted by:



Date:

10/16/19