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

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REGULATION

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

**Meeting Minutes**

**Board of Elevator Appeals**

**This meeting was held remotely via Microsoft Teams**  
**December 17, 2024, at 11:00 a.m.**

**Board Members Present**

Janet Moore, Chair  
James Read  
Chris Longchamps  
Pat Sampson  
Anthony Leonard Jr.

**Division of Occupational Licensure**

Jamie Dalton  
Gayle Richardson  
Anthony Buonopane  
Jay Ryan

Meeting called to order: 11:00 a.m.

1. Attendance was taken via roll call. No members of the public were present.

• Janet Moore	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
• Anthony Leonard Jr.	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
• James Read	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
• Chris Longchamps	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
• Pat Sampson	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

2. Closed adjudicatory conference pursuant to G. L. c. 30A, § 18 for discussion of APP-BEA24-0003. [Exhibit 1-4]

Patrick Sampson made a motion to move into a closed adjudicatory conference pursuant to G. L. c. 30A, § 18 for discussion of APP-BEA24-0003, and not to return to public session. The motion was seconded by James Reed. Vote 5-0-0

**Motion: Patrick Sampson**

**Seconded: James Reed**

**Vote: Move to a closed adjudicatory conference**

• Janet Moore	<input checked="" type="checkbox"/> aye	<input type="checkbox"/> nay	<input type="checkbox"/> abstain
• James Read	<input checked="" type="checkbox"/> aye	<input type="checkbox"/> nay	<input type="checkbox"/> abstain
• Anthony Leonard Jr.	<input checked="" type="checkbox"/> aye	<input type="checkbox"/> nay	<input type="checkbox"/> abstain
• Chris Longchamps	<input checked="" type="checkbox"/> aye	<input type="checkbox"/> nay	<input type="checkbox"/> abstain



- Pat Sampson

☒ aye ☐ nay ☐ abstain

During the closed adjudicatory conference, the Board reached a decision on APP-BEA24-0003 as reflected in the written decision issued shortly thereafter.

The closed adjudicatory conference began at 11:05 a.m. and the meeting was adjourned from the closed session at 11:30 a.m.

**List of Exhibits:**

Exhibit 1: 69 Sanderson St (COP Picture)

Exhibit 2: 69 Sanderson St (Key Stop Switch Picture)

Exhibit 3: Fire Department Letter

Exhibit 4: Draft Written Decision for APP-BEA24-0003

Minutes prepared by Gayle Richardson.