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OCCUPATIONAL LICENSURE

## Meeting Minutes

### Board of Elevator Examiners

**This meeting was held remotely via Microsoft Teams**  
**December 4, 2024, at 9:00 a.m.**

#### Board Members Present

Jeff Halley, Chair  
Edward Sandell  
John Rubyck  
George Ramian  
Marty Guiod  
Earle Oliver  
Michael Morton  
Walter Zalenski

#### Division of Occupational Licensure

Richard Holtz  
Gayle Richardson  
Anthony Buonopane  
Jay Ryan

Meeting called to order: 9:04 a.m.

The Board discussed the following:

1. Roll Call.
2. Approval of meeting minutes from June 12, 2024, August 14, 2024, and September 11, 2024. **[Exhibits 1 - 3]**

A motion was made by Walter Zalenski to accept and approve the meeting minutes as presented for June 12, 2024, August 14, 2024, and September 11, 2024. The motion was seconded by Martin Guiod. **Vote: 8-0-0 Accepted as written**

#### Roll Call Vote:

- |                         |   |                              |                                  |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver          | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |



- |                   |   |                              |                                  |
|-------------------|---|------------------------------|----------------------------------|
| • Marty Guiod     | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian   | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Michael Morton  | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

3. Approval of applications for State Elevator Mechanic's License Examination scheduled for December 18, 2024. **[Exhibits 5-8]**

Walter Zalenski moved to vote upon all the presented elevator mechanic exam applications (see Exhibit List 5-8) collectively, following Board review and comment on each, and to vote at the end. The motion was seconded by Martin Guiod.

**Vote 8-0-0**

Roll Call Vote:

- |                         |   |                              |                                  |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver          | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian         | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski       | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Michael Morton        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

The board reviewed the submitted applications, and the Exam Applicant List **[Exhibits 4-8]**.

Walter Zalenski moved to approve the presented elevator exam applications of applicants 1-4 **[Exhibits 5-8]**, as read. The motion was seconded by Edward Sandell.

**Vote 8-0-0**

Roll Call Vote:

- |                         |   |                              |                                  |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Earle Oliver          | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian         | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski       | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Michael Morton        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

4. Edward Sandell moved to Adjourn the meeting. Motion was seconded by Walter Zalenski. **Vote 8-0-0**

Roll Call Vote:

- |                         |   |                              |                                  |
|-------------------------|---|------------------------------|----------------------------------|
| • Jeff Halley, Chairman | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Edward Sandell        | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • John Rubyck           | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

- |                   |   |                              |                                  |
|-------------------|---|------------------------------|----------------------------------|
| • Earle Oliver    | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Marty Guiod     | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • George Ramian   | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Walter Zalenski | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |
| • Michael Morton  | <input checked="" type="checkbox"/> aye | <input type="checkbox"/> nay | <input type="checkbox"/> abstain |

Meeting adjourned at 9:16 a.m.

Prepared by: Gayle Richardson

**Exhibit List:**

Exhibit 1: Meeting minutes for June 12, 2024

Exhibit 2: Meeting minutes for August 14, 2024

Exhibit 3: Meeting minutes for September 11, 2024

Exhibit 4: Applicant List for December 18, 2024, Elevator Mechanic's Exam

Exhibit 5: KRISTEN BILODEAU – Application for Elevator Mechanic's License

Exhibit 6: BRIAN COZY – Application for Elevator Mechanic's License

Exhibit 7: ANDREW L HACKETT – Application for Elevator Mechanic's License

Exhibit 8: MATTHEW R JAQUITH – Application for Elevator Mechanic's License