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

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**LAYLA R. D'EMILIA**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

Agenda

**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**BUILDING OFFICIAL CERTIFICATION COMMITTEE**

The *Building Official Certification Committee* meeting will be held virtual **Tuesday January 3, 2023 @ 9:30 a.m.**

Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 296 342 128 063

Passcode: a9eZDb

**Or call in (audio only)**

[+1 857-327-9245,,163714207#](#) United States, Boston

Phone Conference ID: 163 714 207#

Meeting called to order by the Chairman at \_\_\_\_\_ followed by roll call:

1. Roll Call

- |  |                                  |                                 |
|--|----------------------------------|---------------------------------|
| a. Bill Horrocks, Chairman, <i>BBRS Representative</i> | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Jeffrey Clemons, Vice-Chair <i>BOWM</i>             | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| c. David Fuller, <i>MBCIA</i>                          | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Michael Clancy, <i>SEMBOA</i>                       | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Henry Fontaine, <i>MetroWest</i>                    | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| f. John Naff, <i>Member At Large</i>                   | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Michael Giampietro, <i>Member at Large</i>          | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Bonnie Weeks, <i>Member at Large</i>                | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| i. Andrew Bobola, <i>Member at Large</i>               | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| j. Jennifer DeForge, <i>Member of Academia</i>         | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| k. Vacant, <i>MMA Representative</i>                   | <input type="checkbox"/> present | <input type="checkbox"/> absent |

**DOL Staff Present:**

Kimberly Spencer, Office of Public Safety and Inspections

2. Members present reviewed the minutes from the last meeting on December 6, 2022; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Delaney, Peter J.	Town of Boxford	Massachusetts Building Commissioner Local Certification 8/2/2022 44.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
b) Earls, Gregory D.	City of Newburyport	Massachusetts Building Commissioner Appointed 8/30/2021 18 months 2/28/2023 45 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Hayes, Jeffrey	Town of Harvard	Massachusetts Building Commissioner Appointed 10/1/2020 Extension through 12/31/2022 54.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
d) Hudon, Timothy	Town of Danvers	Massachusetts Building Commissioner Appointed 10/27/2022 18 Months 4/30/2024 43.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
e) Laurin, Ronald	Town of Southampton	Massachusetts Building Commissioner Local Certification 8/1/2020 Extension denied 11/1/2022 37 CEU's <i>Copies of all exams have been received</i>	Motion	Second
f) Turner, Paul	Town of Wareham	Massachusetts Building Commissioner Appointed 6/1/2022 18 months 12/31/2023 14 CEU's <i>Copies of all exams have been received</i>	Motion	Second

<b>4. Examination Approval Packets</b> <i>(Copies of resumes provided today)</i>				
a) Bryant, Matthew	No Affiliation (Medway)	Qualifications Local and/or I of B	Motion	Second
b) Hamdan, Hazem	City of Revere	Qualifications Local and/or I of B <i>NERF to ack 1/3/2023</i>	Motion	Second

c) Muntz, Mark	No Affiliation (Uxbridge)	Qualifications Local and/or I of B	Motion	Second
d) Regan, Christopher	No Affiliation (Marshfield)	Qualifications Local and/or I of B	Motion	Second

### 5. New Employee Report Form Packets:

**Footnote:**

R7.1.7.4 **Conditional appointments** 7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector. 'February, 2011'

September 4, 2013 ~ On a **MOTION** by Bill Horrocks and **SECONDED** by Bonnie Weeks it was voted to review and Acknowledge each *New Employee Report Form* individually

a) Allevato, Louis	Town of Sudbury	Acknowledge NERF <b>Local Inspector</b> Appointed 12/5/2022 Local Certification 6/7/2022 14.5 CEU's Signed by <i>Town Administrator</i>	Motion	Second
b) Boucher, Paul	Town of Rochester	Acknowledge NERF <b>Building Commissioner</b> Appointed 12/19/2022 I of B Certification 11/3/2010 26 CEU's Signed by <i>Chair</i>	Motion	Second
c) Gougeon, Jeff	FCCIP	Acknowledge NERF <b>Local Inspector</b> Appointed 2/14/2022 Quals approved 10/5/2021 0 CEU's <i>not required</i> Signed by <i>Building Commissioner</i>	Motion	Second
d) Hamdan, Hazem	City of Revere	Acknowledge NERF <b>Local Inspector</b> Appointed 11/29/2022 <i>Quals to be approved 1/3/2023</i> 0 CEU's <i>not required</i> Signed by <i>Mayor</i>	Motion	Second
e) Heim, Frederick	Town of Blackstone	Acknowledge NERF <b>Local Inspector</b> Appointed Quals approved 8/2/2022 10 CEU's Signed by <i>Town Manager</i>	Motion	Second
f) Horne, David	City of Worcester	Acknowledge NERF <b>Building Commissioner</b> Appointed 11/1/2022 I of B Certification 1/4/2017 17 CEU's Signed by <i>City Manager</i>	Motion	Second
g) McLaughlin, Peter	City of Cambridge	Acknowledge NERF <b>Building Commissioner</b> Appointed 5/23/2022 I of B Certification 3/1/2017 0 CEU's Signed by <i>City Manager</i>	Motion	Second

h) Talarico, Albert	City of Melrose	Acknowledge NERF <b>Building Commissioner</b> Appointed 12/12/2022 I of B Certification 11/6/2013 6 CEU's Signed by <i>Mayor</i>	Motion	Second
i) Tersarotto, Ricardo	Town of Milford	Acknowledge NERF <b>Local Inspector</b> Appointed 12/5/2022 Quals approved 8/2/2022 0 CEU's <i>not required</i> Signed by <i>Chair</i>	Motion	Second
j) Tirone, Vincenzo	Town of Blackstone	Acknowledge NERF <b>Building commissioner</b> Appointed 12/9/2022 I of B Certification 4/6/2021 15.5 CEU's Signed by <i>Town Administrator</i>	Motion	Second
k) Tucker, Kyle	Town of Hudson	Acknowledge NERF <b>Local</b> Appointed 10/17/2022 Quals DENIED 12/6/2022 0 CEU's Signed by <i>Chairman</i>	Motion	Second

## 6. Extension Requests to be Certified Packets:

### Footnote:

**R7.1.7.4.1 Requests for exam schedule extension.** Upon written petition to the BOCC, any conditional appointee unable to comply with the examination schedule as cited in R7.1.7.4 may for cause, be granted an extension of time in order to comply. Petitions shall be forwarded to the clerk of the BOCC on forms for such purpose, and addressed to the office of the BBRs. The conditional appointee shall state all reasons to substantiate the request for an extension of time. Conditional appointees who have not attempted the examination schedule as herein defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought. 'January 1, 2008' (SOE 6/2020 - 6/2021)

a) Ciampa, Michael	Town of Arlington	Extension for Building Commissioner (requesting 1 <sup>st</sup> extension) Appointed 6/9/2021 6 months 12/31/2021 18 months 12/31/2022 0 CEU's  Passed Mgmt Module 12/18/2022 Passed Bldg Codes 9/5/2022  <i>Requesting additional time to complete required exams</i>	Motion	Second
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b) Shipp, Daniel	City of Beverly	<p>Extension for Local Inspector (requesting 2<sup>nd</sup> extension)  Appointed 10/26/2020  Extension through 12/31/2022  18 CEU's</p> <p>Failed B1 3/29/2021  <b>Passed B1 4/16/2021</b>  Failed B2 8/31/2021, 9/24/2021  <b>Passed B2 8/25/2022</b>  Failed B3 12/8/2022</p> <p><i>Extension request for family medical</i></p>	Motion	Second
c) Walsh, Jr. John	Town of Wilbraham	<p>Extension for Local (requesting 2<sup>nd</sup> extension)  Appointed 6/1/2020  Extension through 12/31/2022  15 CEU's</p> <p>Passed B1 2/20/2021  Passed B2 6/5/2021  Failed F36/12/21, 7/11/21, 7/25/21, 8/29/21, 10/11/21,  1/29/22, 9/25/22, 11/30/22</p> <p><i>Requesting another extension to complete the final exam</i></p>	Motion	Second

## 7. Hearings:

### Footnote:

**R7.4.1.4 Decisions and discipline of certification holders.** The BOCC shall issue a written decision after the hearing. Decisions shall be issued in a reasonably prompt manner. **The decision of the BOCC shall serve as a recommendation to the BBRS and shall be promptly forwarded by the Administrator to the full board for review.** If after a hearing the BOCC finds that the holder has violated any provision of R7.4.1.5, it may recommend suspension of a certification for a fixed period of time, revocation of a certification permanently, or a reprimand of the certification holder. Further, the BOCC may recommend that any order include appropriate remedial or disciplinary conditions. Once forwarded to the BBRS, the board shall either, adopt the recommendation in its entirety, adopt the recommendation with amendment, reject the recommendation in its entirety, or remand the matter to the BOCC further proceedings. A certificate holder whose certification is revoked may apply in writing to the Board for reinstatement no sooner than one year from the date of the revocation.

a) Laurin, Ronald	Town of Southampton	BOCC 01-2023 Building Commissioner <b>Denied Extension December 6, 2022</b>  Hearing cancelled; Mr. Laurin successfully passed exam to be certified as a Building Commissioner.
b) Perry, James	Town of Halifax	BOCC 02-2023 Local Inspector <b>Extension Request Denied December 6, 2022</b> (JC/MC)  Appointed 8/2/2021 Quals Approved 11/2/2016 3 CEU's  Passed B1 and B2 - no exam results have been received  MOTION _____ SECONDED _____

## 8. Review Application for Continuing Education – Exhibit Items attached

At the September 14, 2020 Board of Building Regulation and Standards (BBRS) meeting, BBRS members voted to extend the current training cycle, to maintain certification, through December 31, 2021.

The continuing education submitted was reviewed by members present; **motion to approve was made by** \_\_\_\_, **seconded by** \_\_\_\_.

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course No.
Robert Garside	12/14/2022	NHBOA – Intro to New Hampshire Building code Review board	3.0	1	
Greg Arvanitis	10/23/2022	New Design Methods to Enclose Buildings Faster – Webinar No. 1 offered by Simpson	1.0	1	
William Thornton	12/15/2022	DES338 – Wood-Frame Shear Walls and the SDPWS offered by American Wood Council ICC# 34134	1.0	1	
Robert Sinibaldi	11/17/2022	Outside-the-Box Options to Advance Multifamily Building Efficiency offered by Bldg Energy Codes ICC# 32776	1.0	1	
James Perry	12/23/2022	Estimating and bidding for success online offered by Certified Training ICC# 25472 An Introduction to the construction estimating process. Beneficial to junior estimators, will help architects, engineers, contractors become familiar how bids are prepared. Explain the methods of construction delivery, different types of estimates, and the tools needed. Being able to read and understand blueprints is an integral to estimating process.	7.0		
	12/24/2022	2010 ADA Standards: Key Features and Elements online course offered by Certified Training ICC# 25473 This seven hour video course covers fourth through tenth chapters of the 2010 ADA Standards for Accessible Design for newly designed and constructed, or altered state and local government facilities, public accommodations, and commercial facilities to be readily accessible to and usable by individuals with disabilities.	7.0		
	12/24/2022	Staying alive: Construction Safety offered by Certified Training ICC# 26111 Important work-related hazards found on a construction site. Explores typical hazards found on site, the reasons behind careless behavior and the ramifications of poor training and lack of safety programs	8.0		
	12/25/2022	Residential Construction Project Management offered by Certified Training Three main genres of project manager and each one has unique benefits and struggles. Describes types of residential project managers, the characteristics of a successful project manager, and what a successful project requires from bidding to closure.			
Paul Nonni	11/3/2022	FEMA P-1026 Seismic Design of Rigid Wall-flexible Diaphragm buildings: an Alternate Procedure. Offered by FEMA ICC# 33977	1.5	1	
	11/2022	SEAMass November Training Series: <ul style="list-style-type: none"> <li>Concrete Petrography on Durability Deterioration: Role of Supplementary Cementitious Materials</li> <li>Thermal Effects on Concrete: Managing Hot, Cold, and Mass Concrete Placement Conditions</li> <li>Prescriptive to Performance-based Concrete Specifications</li> </ul>	3.0	1	
MetroWest	12/13/2022	Round Table	3.0	1	<b>MW-1222</b>
D1-1122	11/29/2022	Means of Egress, 1005 & 1006	3.0	1	<b>D1-1122</b>
District 3	12/6/2022	Vericon firestopping for Building & Fire Officials	3.0	1	<b>D3-1222</b>
District 4	11/30/2022	HVAC	3.0	1	<b>D4-1122</b>
	12/14/2022	TCO & CO Codes	3.0	1	<b>D4-1222</b>
District 5	11/17/2022	Franklin - ESS Mechanical Multi Family	3.0	1	<b>D5-1122</b>
	12/8/2022	Whitinsville - Code Review, Round Table	3.0	1	<b>D5a-1222</b>
	12/15/2022	Energy code, Code Flash Cards, Round Table	3.0	1	<b>D5b-1222</b>
District 8	12/13/2022	Sprinklering Alterations of Existing Buildings & 2021 IECC w/ Jen Hoyt	2.0	1	<b>A8-1222</b>
District 12	11/8/2022	Public charging Stations with Battery Storage & Round Table	2.0	2	<b>A12-1122</b>

	12/13/2022	Energy Codes & Standards Updates. Residential Stretch Code 1/1/2023	2.5	1	<b>D12-1222</b>
Federation	2022	Monthly Meetings	1.0	1	<b>FED-2022</b>
SBI	12/12/2022	State Building Inspector monthly Meeting	3.0	1	<b>SBI-1222</b>

### 9. Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

a. For Informational purposes:

There are currently:

- \* Active and Retired: 792 certified building inspectors
  - o 470 Inspector of Buildings
  - o 322 Local
- \* Active ONLY: 623 certified / conditional building inspectors
  - o 329 Inspector of Buildings
  - o 237 Local
  - o 57 Conditional local building inspectors
- \* Qualifications Approved
  - o 748 individuals' qualifications have been approved to take the exams

b. 163 building officials have ZERO credit hours for the first year of the current training cycle (2022-2024)

c. Alan Dias to discuss James Perry, Building Official for the Town of Halifax, MA certifications and/or lack thereof.

d. BOCC next meeting date January, 2023 TBD

e. Adjourn

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_