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**Commonwealth of Massachusetts**  
**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 **Tuesday December 6, 2022 @ 9:30 a.m.**

**Charlton Public Library**  
**40 Main Street**  
**Charlton, MA 01507**

Please park in **back** of the Library and use the lower-level entrance.

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

1. Roll Call

- |   |                                  |                                 |
|---|----------------------------------|---------------------------------|
| a. Bill Horrocks, Chairman, <i>BBS 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. Roger Fuller, <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 October 4, 2022; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Bassett, Randall	Town of Brewster	Building Commissioner Local Certification 12/7/2021 37.5 CEU's <i>not required</i> <i>Copies of all exams have been received</i>	Motion	Second
b) Granados-Medina, Blanca	City of Waltham	Local Inspector Appointed 8/5/2019 29 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Scott, Bradley	City of Cambridge	Local Inspector Appointed 10/25/2021 10 CEU's <i>Copies of all exams have been received</i>	Motion	Second
d) Shaw, George	City of Cambridge	Local Inspector Appointed 11/18/2020 10 CEU's <i>Copies of all exams have been received</i>	Motion	Second
e) Viliott, Paul	City of Haverhill	Massachusetts Building Commissioner Local Certification 2/5/2019 28.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
f) Wilson, James	City of Amesbury	Local Inspector Appointed 6/28/2021 14.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second

<b>4. Examination Approval Packets</b> (Copies of resumes provided today)				
a) Bloom, Christopher	No Affiliation (Hadley)	Qualifications Local and/or I of B	Motion	Second
b) Freeman, John	No Affiliation (Worcester)	Qualifications Local and/or I of B	Motion	Second
c) Gorman, Bryan	No Affiliation (Dracut)	Qualifications Local and/or I of B <i>Denied 11/1/2022</i>	Motion	Second
d) Green, Lloyd	No Affiliation (Swampscott)	Qualifications Local and/or I of B <i>Tabled 11/1/2022 - additional information not received</i>	Motion	Second

e) Kane, Jared	No Affiliation (Hampden)	Qualifications Local and/or I of B	Motion	Second
f) Lennox, Jesse	City of Attleboro	Qualifications Local and/or I of B	Motion	Second
g) Maronde, Jason	No Affiliation (Becket)	Qualifications Local and/or I of B	Motion	Second
h) Mechlin, Jonathan	No Affiliation (Clinton)	Qualifications Local and/or I of B	Motion	Second
i) Perez, Julian	City of Lawrence	Qualifications Building Commissioner Local Certification 3/5/2019 30 CEU's	Motion	Second
j) Sypniak, James	No Affiliation (Holyoke)	Qualifications Local and/or I of B	Motion	Second
k) Tucker, Kyle	Town of Hudson	Qualifications Local and/or I of B	Motion	Second
l) Wojtczak, Robert	City of Chicopee	Qualifications Local and/or I of B ACK NERF 12/6/2022	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) Barbato, Scott	Town of Sudbury	Acknowledge NERF <b>Local Inspector</b> Appointed 11/7/2022 I of B Certification 7/20/2010 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
b) Butler, James	City of Beverly	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/31/2022 I of B Certification 4/6/2021 6 CEU's Signed by <i>Mayor</i>	Motion	Second

c) Cote, Damian	Town of South Hadley	Acknowledge NERF <b>Building Commissioner</b> Appointed 11/28/2022 I of B Certification 4/3/2013 28 CEU's Signed by <i>Town Administrator</i>	Motion	Second
d) Duval, Brian	Town of Cheshire	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/1/2022 I of B Certification 7/20/2010 5 CEU's Signed by <i>Chairman</i>	Motion	Second
e) Gardner, David	Town of East Longmeadow	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/5/2022 MA Building Commissioner Certification 8/1/2018 15 CEU's Signed by <i>Town Manager</i>	Motion	Second
f) Hinthorne, Dana	Town of Sharon	Acknowledge NERF <b>Building Commissioner</b> Appointed 9/19/2022 Local Certification 4/1/2019 41 CEU's Signed by <i>Chair</i> <i>Ack NERF for Local Nov 1, 2022 - corrected NERF received</i>	Motion	Second
g) Hudon, Timothy	Town of Danvers	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/27/2022 Local Certification 6/7/2022 34.5 CEU's Signed by <i>Town Manager</i>	Motion	Second
h) Latulippe, Steven	City of Beverly	Acknowledge NERF <b>Local Inspector</b> Appointed 10/17/2022 Local Certification 1/7/2020 9 CEU's Signed by <i>Mayor</i>	Motion	Second
i) Meehan, Kamm	Town of Arlington	Acknowledge NERF <b>Local Inspector</b> Appointed 13/21/2022 Extension through 11/30/2022 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
j) Newman, Erik	Town of Ipswich	Acknowledge NERF <b>Local Inspector</b> Appointed 11/14/2022 Extension through 12/31/2022 8 CEU's Signed by <i>Town Manager</i>	Motion	Second
k) Pike, James	Town of Georgetown	Acknowledge NERF <b>Building Commissioner</b> Appointed 12/5/2022 Local Certification 6/7/2022 2.5 CEU's Signed by <i>Chairman</i>	Motion	Second

l) Ricci, Joseph	Town of West Bridgewater	Acknowledge NERF <b>Local Inspector</b> Appointed 11/14/2022 Extension through 12/31/2022 8 CEU's Signed by <i>Town Manager</i>	Motion	Second
m) Wojtczak, Robert	City of Chicopee	Acknowledge NERF <b>Local Inspector</b> Appointed 10/24/2022 <i>Quals to be approved 12/6/2022</i> 0 CEU's Signed by <i>Mayor</i>	Motion	Second
n) Whitman, Anthony	City of Gardner	Acknowledge NERF <b>Local Inspector</b> Appointed 11/21/2022 Local Certification 4/5/2022 21.5 CEU's Signed by <i>Mayor</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) LaVecchia, Michael	Town of Saugus	Extension for Building Commissioner (requesting 1 <sup>st</sup> extension) Appointed 6/17/2021 6 months 12/31/2021 12 months 12/31/2022 5 CEU's  Passed Legal Module 11/25/2022 (registered 12/7/2021)  <i>Requesting additional time to complete required exams, final two exams scheduled</i>	Motion	Second
b) Meehan, Kamm	Town of Arlington	Extension for Local Inspector (requesting 2 <sup>nd</sup> extension) Appointed 3/21/2022 <i>previously appointed 4/26/2021</i> Extension through 11/30/2022 0 CEU's  Failed 3B 9/10/2022, 10/14/2022  <i>2<sup>nd</sup> extension request.</i>	Motion	Second

c) Newman, Erik	Town of Ipswich	<p>Extension for Local (requesting 2<sup>nd</sup> extension)  Appointed 2/8/2021 <i>previously appointed 2/8/2021</i>  Extension through 12/31/2022  8 CEU's</p> <p>Failed 1A 8/16/2021, 11/10/2022  Failed 1B 9/18/2021</p> <p><i>Previous Office was understaffed and over worked, was not allowed time off to test. Scheduled for 1B 12/15/2022 and 3B 2/28/2023</i></p>	Motion	Second
d) Perry, James	Town of Halifax	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 8/2/2021  6 months 2/28/2022  12 months 8/31/2022  3 CEU's</p> <p><i>Waiting for copies of exams B1 and B2 (email sent requesting an explanation for an extension and copies of exam results)</i></p>	Motion	Second
e) Rogers, Christopher	Town of Bolton	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 6/3/2021  6 months 12/31/2021  12 months 6/30/2022  0 CEU's</p> <p>Passed B1 2/15/2022</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) Dillon, William	Town of Chilmark Local Inspector	BOCC 38-2022 <b>Denied Qualifications 10/4/2022</b> (BW/JN) <b>and 11/1/2022</b> (MG/JN)  MOTION _____ SECONDED _____  NERF - appointment date 8/2/2022 - signed by <i>Chair</i>  MOTION _____ SECOND _____
b) Polisenio, Robert	Town of Duxbury Local Inspector	BOCC 39-2022 <b>Extension Request Denied 11/1/2022</b> (JN/JC)  Appointed 10/18/2021  Quals tabled 11/2/2021 Denied 12/7/2021 Approved 2/1/2022  NERF acknowledged October 4, 2022  Passed B1 6/3/2022 (registered 5/2/2022)  MOTION _____ SECONDED _____
c) Glass , Kerry	Town of Hanson Building Commissioner	BOCC 40-2022 <b>Extension Request Denied 11/1/2022</b> (MC/JN)  Appointed 5/3/2021  MOTION _____ SECONDED _____
d) Bakal, Shendel	No Affiliation (Ipswich)	BOCC 42-2022 <b>Denied Qualifications 10/4/2022</b> (JN/JC) <b>and 11/1/2022</b> (JN/JC)  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.
Daniel Kelly	10/9/2022	STD110A Designing with AWC's National Design Specifications for Wood offered by American Wood Council ICC# 7571	1.0	1	
Gerard McCarty	11/14/2022	IFC Firestop 108 – Firestop Inspection and plan review offered by IFS Council ICC# 24724 – <i>Training on situations where firestopping is required &amp; proper application understand plan requirements for determining type of firestopping.</i>	7.0	1	
Lou Allevato	10/28/2022	Integrated Wall Systems: Preserving the Building and its Artifacts offered by SGH	1.0	1	
	10/27/2022	2015 IBC Essentials – Code Administration, Enforcement, and Business Planning offered by Vector Solutions	2.0	1	
Anthony Whitman	10/26-27/2022	Fire Sprinkler Systems Plan Review – 2 Day offered by NFSA	10	1	
Jeff Morash	11/9/2022	Construction Risk Insurance offered by Nantucket Builders Association	2.0	1	
William Thornton	11/9/2022	Design Cladding Connection with Greater Flexibility using the Edge-Tie System offered by Simpson Strong Tie	1.0	1	
David McRae Wm Paynton	10/27/2022	Shear Wall Selection for Wood-Framed Buildings offered by APA ICC# 33886	1.0	1	
SEMBOA	11/17/2022	Areo Barrier and AeroSeal Technologies	3.0	1	<b>SE-1122</b>
MetroWest	11/15/2022	Developments in Residential Solar	3.0	1	<b>MW-1122</b>
District 2	11/22/2022	A-2, A-3, I-4 & E Uses	3.0	1	<b>D2-1122</b>
District 8	10/11/2022	Legal Requirements for Permitting/Revocation of Permits	2.0	1	<b>D8-1022</b>
	11/8/2022	Sprinklering requirements for existing building alterations	2.0	1	<b>D8-1122</b>
District 9	11/9/2022	Pyro-Guard / Round Table	2.0	2	<b>A9-1122</b>
District 12	10/26/2022	Round Table	2.0	1	<b>D12-1022</b>
District 12	9/29/2022	521 CMR AAB	2.0	2	<b>A12-0922</b>
	10/27/2022	Round Table Discussion / IRC	2.0	2	<b>A12-1022</b>
District 13	10/25/2022	10 <sup>th</sup> Edition Preview / Inspector Round Table	3.0	1	<b>D13-1022</b>
SBI	Nov/1-3/2022	AIMS International Safety Training 2022	10.0	1	<b>SBI-1122</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: 787 certified building inspectors
  - o 467 Inspector of Buildings
  - o 320 Local
  
- \* Active ONLY: 620 certified / conditional building inspectors
  - o 328 Inspector of Buildings
  - o 233 Local
  - o 59 Conditional local building inspectors
  
- \* Qualifications Approved
  - o 743 individuals' qualifications have been approved to take the exams

b. Vote required to approve the following to *Voluntarily Surrender* Building Official Certification:

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

Jeffrey Chandler	Massachusetts Building Commissioner	4/1/2019	BO-1939
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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: \_\_\_\_\_