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Division of Occupational Licensure
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Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Virtual
February 1, 2022 9:30 a.m.

Meeting called to order by the Chairman at 9:41 a.m. followed by roll call:

1. Roll Call – Committee members present

Bill Horrocks, Chairman - *BBRS Representative*
Jeffrey Clemons, Vice Chair - *Building Officials of Western Massachusetts Member, Pittsfield*
Henry Fontaine – *MetroWest Building Official Association*
John Naff - *Member At Large, Wrentham*
Michael Giampietro - *Member At Large, Millis*
Michael Clancy - *Southeastern Building Official's Association, Hingham*
Jennifer DeForge – *Member of Academia*

Committee members absent

David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
Andrew Bobola - *Member At Large, Mattapoisett*
Bonnie Weeks - *Member At Large, Palmer*
Roger Fuller - *Massachusetts Municipal Association Representative*

Others Present:

Kimberly Spencer, Office of Public Safety and Inspections
Charles Kilb, DOL
James Wasielewski
Joe Smart
Kevin Ross

2. Members present reviewed minutes from the BOCC meeting on January 4, 2022: MOTION to was made by Michael Giampietro and seconded by Michael Clancy. Vote was unanimous.

3. Application for Certification Packets

- a. On a MOTION by Jeff Clemons and seconded John Naff it was unanimously VOTED to approve the application of **Peter DelPrete** (Town of Hanover) for certification in the capacity **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2219).
- b. On a MOTION by John Naff and seconded Michael Clancy it was unanimously VOTED to approve the application of **George DePina** (City of Brockton) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2254).



- c. On a MOTION by Michael Clancy and seconded Jeff Clemons it was unanimously VOTED to approve the application of **Paul J. Iozzo** (City of Boston) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2291).
- d. On a MOTION by John Naff and seconded Jeff Clemons it was unanimously VOTED to approve the application of **Adam Petkus** (Town of Edgartown) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2269).
- e. On a MOTION by Jeff Clemons and seconded Michael Clancy it was unanimously VOTED to approve the application of **Joseph Smart** (City of Lynn) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2252).

4. Examination Approval Packets

- a. On a MOTION by Jeff Clemons and seconded by John Naff it was unanimously VOTED to **DENY** the request of **Tyler Camboia** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to find sufficient supervisory experience in building construction or design in Tyler Camboia's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- b. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **Michael Dalesio** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Based on the associates degree, Michael Dalesio meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to grant the request of **Vernon Lee** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Based on education, Vernon Lee meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- d. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED to approve the request of **Edward Murray** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Edward Murray meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- e. On a MOTION by Jeff Clemons and seconded by John Naff it was unanimously VOTED to approve the request of **Robert Polisenio** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Based on support from James Wasielewski, Robert Polisenio meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- f. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to approve the request of **Michael Savard** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Michael Savard meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- g. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to approve the request of **Christopher Zanni** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Based on education, Christopher Zanni meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

5. New Employee Report Form Packets

- a. On a MOTION by Jeff Clemons and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Nicholas Antanavica** appointed to the position of **Building Commissioner** for the **City of Cambridge** on January 4, 2022. *NERF signed by Mayor.*
- b. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Weijie (Charlie) Dong** newly appointed to the position of **Local Inspector** for the **City of Cambridge**. Appointed, on January 10, 2022, not yet certified. Twelve-month grace period will expire January 31, 2023. *NERF signed by Mayor.*

- c. On a MOTION John Naff and seconded by Michael Clancy was VOTED to acknowledge the *New Employee Report Form* of **William Horrocks** appointed to the position of **Building Commissioner** for the **Town of Marion** on January 15, 2022. *NERF signed by Town Administrator*. Bill Horrocks recuses.
- d. On a MOTION Jeff Clemons and seconded by Michael Giampietro was unanimously VOTED to acknowledge the *New Employee Report Form* of **Steven Latulippe** appointed to the position of **Local Inspector** for the **Town of Ipswich** on July 8, 2021. *NERF signed by Town Manager*.
- e. On a MOTION John Naff and seconded by Jeff Clemons was unanimously VOTED to acknowledge the *New Employee Report Form* of **Edward Murray** appointed to the position of **Local Inspector** for the **Town of Brookline**. Appointed, not yet certified, on November 1, 2021. Twelve-month grace period expires November 30, 2022. *NERF signed by Town Administrator*.
- f. On a MOTION John Naff and seconded by Jeff Clemons was unanimously VOTED to acknowledge the *New Employee Report Form* of **Scott Shippey** newly appointed to the position of **Building Commissioner** for the **Town of Foxborough** on January 24, 2022. *NERF signed by Town Manager*.
- g. On a MOTION John Naff and seconded by Jeff Clemons was unanimously VOTED to acknowledge the *New Employee Report Form* of **John Zachariewicz** appointed to the position of **Building Commissioner** for the **Town of Monson**. Appointed, not yet certified, on January 11, 2022. Eighteen-month grace period expired July 31, 2023. *NERF signed by Chair*.

6. Extension Requests to be Certified Packets

R7.1.7.4-5 a conditional appointee may petition the Building Official Certification Committee (BOCC) using the Extension Request form for an extension of time to comply with the examination schedule of R7. Upon establishment of cause, the BOCC may grant such an extension of time as it may consider appropriate.

- a) On a MOTION by Jeff Clemons and seconded by Michael Clancy it was VOTED to DENY the request of **Louis Cintolo (Town of Wayland)** for an extension of time to become certified as a local inspector. The Town of Wayland clarified the date Louis was appointed to the position of Local Inspector and not his original appointment as the Electrical Inspector. The Committee is concerned Louis did not at least register for an exam within the first six months of employment.
- b) On a MOTION by Michael Clancy and seconded by John Naff it was VOTED to grant the request of **John Clancy (Retired)** to borrow fifteen credit hours from the training cycle ending December 31, 2017 to bring John current with training cycle ending December 31, 2021. Jeff Clemons and Michael Giampietro opposed.
- c) On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to grant the request of **Daniel Kelly (Town of Saugus)** for a second extension of time to become certified as a local inspector. Said extension shall expire August 30, 2022.
- d) On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Erik Newman (City of Marblehead)** for a first extension of time to become certified as a local inspector. Said extension shall expire August 30, 2022.
- e) On a MOTION by John Naff and seconded by Michael Giampietro it was unanimously VOTED to grant the request of **Thomas Zuppa (City of Fitchburg)** for a first extension of time to become certified as a local inspector. Said extension shall expire August 30, 2022.

7. Hearings

None

8. Review Application for Continuing Education - *The current education training cycle has been extended through December 31, 2021 due to the current COVID-19 State of Emergency.*

Members present reviewed the continuing education submitted; MOTION to approve, as amended, was made by John Naff and seconded by Jeff Clemons. The vote was unanimous.

Name	Date	Course Description	CEU's	Cat	Course No.
Shannon Hulst	3/16/2022	Introduction to Floodplain Management – will cover several floodplain-related building topics	6.5	1	C-3833
Ronald Durgin	11/17/2021	ATC Design Guide 3, Serviceability Design of Tall Buildings Under Wind Loads ICC# 30324	1.5	1	C-3834
Michael Carney	12/11/2021	A Design Example of a Wood Cantilever Diaphragm: Part 2 offered by WoodWorks ICC# 26928	1.0	1	C-3835
	12/12/2021	Building Sustainability: From Forestland Management to Carbon-Positive, Healthy Buildings offered by WoodWorks ICC# 28371	3.5	1	C-3836
Michael Carney Manuel Bettencourt	12/12/2021	A 2021 Snapshot Track 1: Challenges, Trends and Advancements in Light Wood-Frame Design and Construction offered by WoodWorks ICC#30337	3.5	1	C-3837
	12/11/2021	Details Make the Design Work: Coordinating Structural and Architectural Requirements in Light-Frame and Hybrid Wood Buildings offered by WoodWorks ICC# 27567	3.0	1	C-3838
	12/17/2021	Optimizing Mass Timber Connections offered by WoodWorks ICC# 28709	1.0	1	C-3839
	12/18/2021	Mass Timber Enables Beauty, Warmth and Functional Design in the Soto offered by WoodWorks ICC# 25957	1.0	1	C-3840
Richard Vallarelli	12/17/2021	Design and Construction of Taller Wood Buildings offered by Think Wood	1.0	1	C-3841
	12/29/2021	Movable Pool & Spa Floors offered by AECDaily	0		C-3842
	12/28/2021	Permeable Interlocking Concrete Pavement (PICP): Engineering Solution for Stormwater Management offered by AECDaily	1.0	1	C-3843
	12/28/2021	Introduction to Caulks and Sealants offered by HanleyWood	1.0	1	C-3844
	12/23/2021	Walkable, Waterproof Roof Decks & Balconies with PVC Membranes offered by AECDaily	1.0	1	C-3845
	12/21/2021	Exploring the Possibilities of Solid Surface offered by AECDaily	0		C-3846
	12/14/2021	Structural FRP Composites for Buildings offered by AECDaily	1.0	1	C-3847
	12/15/2021	Modern Timber Design: A Dive into Nail-Laminated Timber & Tall Wood offered by WoodWorks ICC# 24017	2.0	1	C-3848
	12/17/2021	Designing Sustainable Prefabricated Buildings offered by Think Wood	1.0		C-3849
	12/17/2021	Sustainable Curb Appeal offered by AECDaily	0		C-3850
	12/9/2021	Thin Brick Veneer Wall Systems offered by AECDaily	1.0	1	C-3851
	12/8/2021	Interior Wall and Floor Assemblies in Mid-Rise Multi-Family: Designing for Fire, Acoustics & Structure offered by WoodWorks	1.0	1	C-3852
	12/7/2021	Outdoor Amenity Space Solutions for Hospitality, Commercial and Multifamily Applications offered by AECDaily	0		C-3853
	11/30/2021	Eastern White Pine: Sustainable Versatility offered by AECDaily	1.0		C-3854
	11/22/2021	UMASS Design Building: Elevating Mass Timber with Innovative Solutions offered by WoodWorks	1.0	1	C-3855
	12/6/2021	Building Enclosure Design: Fundamentals, Components and Assemblies offered by Continuing Architect.com	1.0	1	C-3856

	12/4/2021	Optimized Design, efficient Construction: How One Company Successfully Constructed a Massive Timber Project offered by WoodWorks	1.0		C-3857
	11/8/2021	The Energy of Color offered by Hanley Wood	0		C-3858
	12/6/2021	NOAA Eastern Region Climate Services Webinar with Joy Duperault	0		C-3859
Peter Sun	12/10/2021	Six Lessons Learned on Detailing for Durability for Six Iconic Houses offered by SGH Simpson Gumpertz & Heger	0		C-3860
	12/21/2021	Innovative Design with Engineered Stone (unique properties, fabrication, installation, and maintenance) offered by AECDaily	1.0		C-3861
	12/21/2021	Acoustical Concepts (the use of sound absorbers and diffusers as acoustical solutions to noise problems) offered by AECDaily	1.0		C-3862
	12/22/2021	Architectural Design with Cast Stone durability requirements of cast stone as per ASTM requirements) offered by AECDaily	1.0		C-3863
	12/14/2021	An Introduction to Zero Carbon Certification offered by Built Environment Plus	1.0		C-3864
	12/20/2021	Light-Manipulating Materials: Engaging, Biophilic, & Sustainable	1.0		C-3865
	12/20/2021	Loading Dock Design and Equipment Selection (properly designed for safety and the efficient movement of product over the dock) offered by AECDaily	1.0		C-3866
	12/20/2021	Noise Control Solutions for Multifamily Residential Applications offered by AECDaily	1.0		C-3867
	12/22/2021	Product Sustainability Through Design for Environment and Transparency offered by AECDaily	0		C-3868
Robert Murgia	1/1/2022	2018 Permit Tech Series: Overview of Code Enforcement offered by ICC (not accepting credit hrs based on 2018 I code)	1.5	1	IC-395
	1/1/2022	Accessibility by Building Type: Universal Residential Design offered by Vector Solutions	1.0	1	C-3869
	1/2/2022	Mold Basics offered by Vector Solutions	1.0	1	C-3870
	1/2/2022	Mold Remediation offered by Vector Solutions	1.0	1	C-3871
	5/29/2019	Hoisting License 2A continuing education	0		C-3872
Richard Trifero	2/2/2019	Transforming Aging in Place to Aging with Grace in the Kitchen and Bath offered by HanleyWood	0		C-3873
	1/23/2019	Learning to Breathe Again offered by Certainteed	0		C-3874
	11/2/2021	Proactively Address Moisture in Roof Assemblies offered by ISE Logik	1.0	1	C-3875
	7/10/2019	Safer, Stronger Decks: Ledger Connections for Wood and Masonry offered by Simpson Strong Tie	1.0	1	C-3876
	4/18/2019	Renewable Heating and Cooling – The Missing Link offered by HanleyWood	1.0	1	C-3877
	4/18/2019	ASHRAE 90.1-2016: Changing How Buildings are Built offered by HanleyWood	1.0	1	C-3878
Paul Johnson	12/6/2021	Structural Steel: Sustainability & Fireproofing offered by AECDaily	1.0	1	C-3879
Chuck Cipoletta	11/28/2021	Direct Fastening offered by Simpson Strong-Tie	.75	1	C-3880
	12/22/2021	All-Wood Podiums in Mid-Rise Construction offered by Engineered Wood Assoc	1.0	1	C-3881
	12/22/2021	Frame for Success offered by Engineered Wood Assoc ICC#24465	1.0	1	C-3882
	12/11/2021	Beam Me Up! Exploring the Worlds of Engineered Wood Beams offered by Engineered Wood Assoc ICC# 24927	1.0	1	C-3883
	12/11/2021	Wall Bracing IV: Wall Bracing in High Seismic Regions offered by Engineered Wood Assoc ICC# 29204	1.0	1	C-3884

	12/11/2021	Wall Bracing II: Meeting the IRC Bracing Provisions for Wind and Seismic offered by Engineered Wood Assoc ICC# 24984	1.0	1	C-3885
	12/12/2021	Tracing a Seismic Load Through a Wood Framed Structure offered by Engineered Wood Assoc ICC# 27665	1.0	1	C-3886
	12/14/2021	Sustainable Choices-Wood Products in Industrial Applications offered by Engineered Wood Assoc ICC# 23196	0		C-3887
Michael Nee	1/1/2022	2012 IBC Structural Special Inspection – Steel and Concrete Offered by ICC	0		IC-396
	12/29/2021	2018 Commercial Building Inspector: Public Safety & Special Construction Part 2 (not accepting credit hrs based on 2018 I code)	0		IC-397
Joseph Salamone	1/7/2022	Permit Technician Career path ICC#23412	1.0	2	C-3888
John Field	10/7/2021	Soil Mechanics, Bearing Capacity and Slope Stabilization in New England part of an 8-hour seminar offered by HalfMoon	1.5	2	C-3889
	1/29/2021	Site Design - part of an 8-hour seminar offered by HalfMoon	0		C-3890
	12/5/2019	Massachusetts Wetlands Law and Compliance part of an 8-hour seminar offered by HalfMoon	0		C-3891
	6/30/2021	Sustainable Site Design part of an 8-hour seminar offered by HalfMoon	0		C-3892
	11/1/2021	Shallow Foundation Design, Construction and Repair part of an 8-hour seminar offered by HalfMoon	1.5	2	C-3026*
Jeff Wood	1/20/2022	STD421 Standards Update: 2021 SDPWS Rebroadcast with Live Question and Answer ICC# 28997 offered by AEC education	1.0	1	C-3893
MetroWest	1/11/2022	Round Table – Ramifications for homeowners who purchase ab existing home renovated by unscrupulous seller/builder	3.0	1	MW-0122
BOWM	8/18/2021	2018 IECC Energy Code Training	3.0	1	WM-0821
	10/20/2021	MASS Timber; 2021 Code Change proposals	3.0	1	WM-1021
	11/17/2021	Review Proposed Amendments to 780 CMR Ch 1 10 th Edition	2.0	1	WM-1121
	1/19/2022	Completion of Review of IRC Ch 1 10 th Edition proposed Amendments. Review of IBC Ch1 10 th Edition proposed Amendments	2.0	1	WM-0122
District 4	12/21/2021	Crumbling Foundations, IRC Energy Requirements, Existing Buildings, Round Table	3.0	1	DR-1221
	1/26/2022	HVAC Manual J	2.0	1	D4-0122

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

a. Request to *Voluntarily Surrender* Building Official Certification:

Kenneth Morin	Local Inspector	BO-0378
Lance Trevallion	Building Commissioner	BO-1313

On a MOTION by Jeff Clemons and SECONDED by Jennifer DeForge it was unanimously VOTED to accept the request to *Voluntarily Surrender* the above Building Official Certification.

b. For Informational purposes:

There are currently:

- * Active and Retired: 765 certified building inspectors
 - o 457 Inspector of Buildings
 - o 308 Local
- * Active ONLY: 557 certified building inspectors
 - o 326 Inspector of Buildings
 - o 231 Local
 - o 71 Conditional local building inspectors
- * Qualifications Approved
 - o 708 individuals' qualifications have been approved to take the exams, not currently affiliated
- * **630** certified building inspectors required to have 45 credit hours (see attached)
 - o **33** Less than 45 credit hours
- * **197** certified building inspectors required to have less than 45 credit hours – conditional or certified within current training cycle (see attached)
 - o **26** Less than required credit hours
- * **110** certified and conditional inspectors have not sent in there building official renewals (see attached)

c. A discussion ensued PROMETRIC is no longer offering the NCPCCI exams for the Local Inspector exams. The new vendor offering the NCPCCI exams is PROV Exam. After reviewing the registration process PROV Exam is offering in-person testing at two locations, University of Boston, and Holyoke Community College. PROV Exam , like ICC, are offering online testing. The suggestion to use NFPA for local inspector exams and inspector of buildings/building commissioner was discussed as NFPA is a local organization. This would require further investigation of exams NFPA would be able to offer and a code change proposal.

d. An email was received from Patty Sheehan, President MFBO, asking if uncertified, retired building inspectors, would be able to become members of the Federation. As with the other building official association by-laws, members are required to be affiliated with a city or town and to be current with their certification. The Federation has had difficulties getting certified, active, building inspectors to volunteer.

The BBRS maintains a list of retired building officials, who are maintaining their certification, who have volunteered to help in local communities. This office also maintains a list of individuals, currently 708, who are qualified to complete the required exams to be certified as a local inspector. The biggest factor in hiring new inspectors is the low salary offered.

e. An email was received asking why a person cannot receive a copy of a failed exam so they can see what questions were answered incorrectly. An appeal was made to ICC for an answer that could not be found. Jeff Clemons will reach out to Bill Nash, ICC contact, to follow up with the answer that could not be found. Failed exams have never been available for review by a student.

f. BOCC next meeting March 1, 2022 location virtual

g. On a MOTION by Jeff Clemons and seconded by John Naff it was unanimously voted to adjourn.