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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
50 Maple Street, Milford, MA
May 3, 2022 9:30 a.m.

Meeting called to order by the Chairman at 9:33 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*
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
John Naff - *Member At Large, Wrentham*
Michael Giampietro - *Member At Large, Millis*
Michael Clancy - *Southeastern Building Official's Association, Hingham*
Andrew Bobola - *Member At Large, Mattapoissett*
Jennifer DeForge – *Member of Academia*

Committee members absent

Bonnie Weeks - *Member At Large, Palmer*
Roger Fuller - *Massachusetts Municipal Association Representative*

Staff Present:

Kimberly Spencer, Office of Public Safety and Inspections
Charles Kilb, DOL

2. Members present reviewed minutes from the BOCC meeting on April 5, 2022: MOTION to was made by Jeff Clemons and seconded by Michael Clancy. Bill Horrocks abstains.

3. Application for Certification Packets

- a. On a MOTION by Jeff Clemons and seconded Andy Bobola it was unanimously VOTED to approve the application of **Simão Cardoso** (City of Boston) for certification in the capacity **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2223).
- b. On a MOTION by Jeff Clemons and seconded John Naff it was unanimously VOTED to approve the application of **William Ketchen** (Town of Montague) for certification in the capacity **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2195).



- c. On a MOTION by Dave Fuller and seconded John Naff it was unanimously VOTED to approve the application of **John Steup** (Town of West Springfield) for certification in the capacity **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1908).

4. Examination Approval Packets

- a. On a MOTION by Jeff Clemons and seconded by Michael Clancy, after reviewing additional information provided, it was VOTED to grant the request of **Richard Fournier** (City of New Bedford) for approval to take the required exams to become certified as a building code enforcement official. Richard Fournier 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. Andy Bobola recused.
- b. On a MOTION by Dave Fuller and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **John Mallin** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. John Mallin 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.
- c. On a MOTION by John Naff and seconded by Jennifer DeForge it was VOTED to DENY the request of **Richard Pereira** (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 Richard Pereira's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3. Jeff Clemons opposed. Andy Bobola abstains.
- d. On a MOTION by Jeff Clemons and seconded by Henry Fontaine it was VOTED to grant the request of **William Wellspeak** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. William Wellspeak 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. John Naff opposed.

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 **John Albright** appointed to the position of **Building Commissioner** for the **Town of Marblehead**. Appointed, not yet certified, on October 4, 2021. Eighteen-month grace expires April 30, 2023. *NERF signed by Chair.*
- b. On a MOTION John Naff and seconded by Michael Clancy was unanimously VOTED to acknowledge the *New Employee Report Form* of **Randall Bassett** appointed to the position of **Local Inspector** for the **Town of Brewster** on December 20, 2021. *NERF signed by Chair.*
- c. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brenda J. Church** appointed to the position of **Building Commissioner** for the **City of Easthampton** on October 20, 2021. *NERF signed by Mayor.*
- d. On a MOTION Jeff Clemons and seconded by Andy Bobola was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jeffrey Cooke** appointed to the position of **Building Commissioner** for the **Town of Orange** on September 8, 2021. *NERF signed by Chair.*
- e. On a MOTION John Naff and seconded by Michael Clancy was unanimously VOTED to acknowledge the *New Employee Report Form* of **James Crowley** appointed to the position of **Building Commissioner** for the **Town of Walpole**. Appointed, not yet certified, on January 18, 2022. Eighteen-month grace period expires July 30, 2023. *NERF signed by Chair.*
- f. On a MOTION Michael Clancy and seconded by Jeff Clemons was VOTED to acknowledge the *New Employee Report Form* of **Richard Fournier** appointed to the position of **Local Inspector** for the **City of New Bedford**. Appointed, not yet certified, on March 28, 2022. Twelve-month grace period expires March 31, 2023. *NERF signed by Building Commissioner.* Andy Bobola abstains.
- g. On a MOTION Dave Fuller and seconded by Michael Clancy was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brian Gingras** appointed to the position of **Building Commissioner** for the **Town of Lancaster**. Appointed, not yet certified, on November 1, 2021. Eighteen-month grace period expires May 31, 2023. *NERF signed by Chair.*

- h. On a MOTION Andy Bobola and seconded by Dave Fuller was unanimously VOTED to acknowledge the *New Employee Report Form* of **Bentley Herget** appointed to the position of **Building Commissioner** for the **Town of Pepperell** on January 10, 2022. *NERF signed by Town Administrator.*
- i. On a MOTION John Naff and seconded by Jeff Clemons was VOTED to acknowledge the *New Employee Report Form* of **Edward Mierzwa** appointed to the position of **Local Inspector** for the **City of Lowell** Appointed, not yet certified, on March 21, 2022. Twelve-month grace period expires March 31, 2023. *NERF signed by Building Commissioner.* Dave Fuller abstains.
- j. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to acknowledge the *New Employee Report Form* of **Terrance Quinn** appointed to the position of **Local Inspector** for the **Town of Falmouth**. Appointed, not yet certified, on August 9, 2021. Twelve-month grace period expires August 31, 2022. *NERF signed by Town Manager.*
- k. On a MOTION Michael Clancy and seconded by John Naff was unanimously VOTED to acknowledge the *New Employee Report Form* of **Patrick Ryan** appointed to the position of **Local Inspector** for the **Town of Acton** on February 14, 2022. *NERF signed by Town Manager.*
- l. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to acknowledge the *New Employee Report Form* of **John Santos** appointed to the position of **Building Commissioner** for the **Town of Swansea** on October 12, 2021. *NERF signed by Chair.*
- m. On a MOTION Andy Bobola and seconded by John Naff was unanimously VOTED to acknowledge the *New Employee Report Form* of **Elden Swindell** appointed to the position of **Local Inspector** for the **Town of Hamilton** on July 1, 2021. *NERF signed by Town Manager.*

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 Michael Clancy and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **Kamm Meehan (Town of Arlington)** for a first extension of time to become certified as a local inspector. Said extension shall expire November 30, 2022.

7. Hearings

- a) On a **MOTION** by David Fuller and seconded by Andy Bobola it was unanimously VOTED to accept the withdraw request of **Allen Guan (City of Quincy)** BOCC 12-2022. After testimony By Allen Guan and his Attorney Christopher Carol, Committee members were not able to determine they demonstrated the minimum qualifications and education to use a combination of education and work experience, which would confer equivalent knowledge and ability to proceed with the exam process. It was suggested Allen reapply after receiving an Associate's degree in a field related to building construction or design.
- b) On a **MOTION** by John Naff and seconded by Michael Clancy it was unanimously VOTED to accept the withdraw request of **Jeffrey Fisher (Town of West Tisbury)** BOCC 13-2022. Jeffrey Fisher passed the required exams to be certified as a Local Inspector.
- c) On a **MOTION** by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED postpone the hearing of **Michael Donovan (City of Lynn)** BOCC 14-2022 for one month. The hearing will resume June 7, 2022. Committee members were very concerned Michael Donovan did not appear for the hearing to discuss acquiring a third-party inspection company SAFEbuilt Ohio to perform building inspections for the City of Lynn.
- d) On a **MOTION** by Jeff Clemons and seconded by John Naff it was unanimously VOTED to take the testimony of **Joseph O'Callaghan**, BOCC 32-2022, under advisement.

On a **MOTION** by John Naff and seconded by Andy Bobola it was unanimously VOTED to not move forward with the hearing. Joseph O'Callaghan was appointed June, 2020 during the State of Emergency, after further review and discussion the eighteen-month grace period will expire December 31, 2022. The Committee is stressing the importance of completing all three required exams by that time.

- e) On a **MOTION** by John Naff and seconded by Michael Clancy it was unanimously VOTED to take the testimony of **James Banda**, BOCC 33-2022, under advisement.

On a **MOTION** by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED to DENY the request of James Banda for an extension of time to complete the required exams for local inspector. James Banda indicated the importance of renewing his various licenses on time but failed to pass the required exams for local inspector or to petition the BOCC for an extension of time as per 780 CMR 110.R.7.1.7.4.1.

- f) Hearing for James Maillet, BOCC 34-2022 was not heard as James no longer works for the Town of Harwich and is currently unaffiliated.
- g) Hearing for Thomas Doerr, BOCC 15-2022 was cancelled as Thomas no longer works for the Town of Berlin and is currently unaffiliated.
- h) Hearing for Raymond Costello, BOCC 18-2022 was not heard as Raymond submitted the missing 4.5 credit hours to make him compliant with 780 CMR R7 110.R7.3.1. A letter from Chris Clemente, Building Commissioner Town of Andover was received in support of Raymond.
- i) On a **MOTION** by John Naff and seconded by Andy Bobola it was unanimously VOTED to postpone the hearing for David Norton, BOCC 25-2022 for one month. David is currently unaffiliated in Massachusetts.
- j) On a **MOTION** by Michael Clancy and seconded by Dave Fuller it was unanimously VOTED to grant an extension for Shaun Shanahan, BOCC 27-2022 for six months to acquire the remaining 1.5 credit hours. Shaun Shanahan was present at the hearing and presented testimony.
- k) On a **MOTION** by Jeff Clemons and seconded by Dave Fuller it was unanimously VOTED to table the hearing for Douglas Wohn, BOCC 30-2022 for one month. After testimony by Douglas, he will present actual Certificates for courses completed through the AIA.
- l) On a **MOTION** by Jeff Clemons and seconded by David Fuller it was unanimously VOTED to recommend to the Board of Building Regulations and Standards to revoke the following certifications for failing to maintain their certification through continuing education as required by 780 CMR R7 110.R7.3.1.

The training cycle ending December 31, 2020 and was extended one year through December 31, 2021 due to the State of Emergency. During the four-year training cycle, January 2018 and December, 2021, at least four training reports were mailed to each person along with information where on-line training could be completed. Hearing notices were sent via certified and regular mail to the current home address on file at the BBRS. The Certified Building Inspectors, nor a representative, appeared for their hearing.

Gerald Brown BOCC 16-2022	Building Commissioner 93-07-0008
David Byrne BOCC 17-2022	Local Inspector 92-11-117
Gerald Deschene BOCC 19-2022	Local Certification 92-11-335
Michael Foley BOCC 20-2022	Building Commissioner 92-11-485
Joseph Kent BOCC 21-2022	Building Commissioner 04-04-1350
Dana MacAllister BOCC 22-2022	Building Commissioner 14-06-1906
Patrick Moore BOCC 23-2022	Building Commissioner 98-06-1006
John Morawski BOCC 24-2022	Local Inspector 06-08-1464
Anthony Paroline BOCC 26-2022	Local Inspector 14-06-1907
Joseph Summers BOCC 28-2022	Building Commissioner 18-05-2125
Salvatore Votano BOCC 29-2022	Local Inspector 16-06-2010
Kevin Yetman BOCC 31-2022	Local Inspector 09-04-1648

8. Review Application for Continuing Education

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

Name	Date	Course Description	CEU's	Cat	Course No.
Thomas White	4/5/2022	Water Safety and Backflow Prevention offered by BNP Media	0		C-3967
	4/4/2022	Architect's Guide to Specifying and Installing Gas Fireplaces: Finding the Right Fit offered by HanleyWood	0		C-3968
Robert Brunelle	3/30/2022	2015 Commercial Building Inspector – B2 Study Guide	2.0	1	IC-403
John Zachariewicz	3/8/2022	Fire Prevention and Grow Facilities offered by FPAM	2.0	1	C-3969
Gerard McCarty	3/28/2022	Addressing Falling Snow and ice Hazards on Building Facades offered by SGH	1.0	1	C-3970
	3/25/2022	Air and Vapor barrier Design Considerations offered by SGH	1.0	1	C-3971
	4/8/2022	Managing New Requirements for Energy Code Envelope Backstop Calculations – review new backstop calculation methods introduced in NY and Mass & discuss when this calculation is required for compliance offered by SGH	1.0	1	C-3972
Tony Whitman	4/8/2022	Proper Design and Installation of Adhered Masonry Veneer offered by Ron Blank & Assoc	1.0	1	C-3973
	4/8/2022	Safety & Security Redesign: Bulletproof Millwork offered by Ron Blank & Assoc.	0		C-3974
Richard Trifero	4/7/2022	Polyiso CI for Code-Compliant Walls in Type V and Residential Construction – Continuous installation reviewing code requirements for the building envelope. Offered by AECDaily	1.5	1	C-3975
Jeff Morash	4/14/2022	Builders Guide to Annual Town meeting offered by Nantucket Bldrs Assoc by Cohen & Cohen Law, PC.	1	2	C-3976
James Badera	11/4/2021	REVISIT – A 2021 Snapshot: challenges, Trends and Advancements in Wood Design and Construction ICC# 29478 offered by Woodworks <i>(this course was approved: A 2021 Snapshot Track 2: Challenges, Trends in Mass Timber Construction ICC# 30338 by WoodWorks)</i>	3.5	1	C-3773
Peter Blanchette	7/8/2020	REVISIT – 2018 Plan review institute IBC Performing Nonstructural Plan Reviews (2 days) IBC Performing Structural Plan Reviews (1 day) IRC Performing Residential plan Reviews (2 days) *IRC Plan Review was approved for 8 hours *Residential Inspections approved for 8 hours *IRC Performing Residential Plan Reviews 6 hours – UMASS 2021 *2018 IBC Performing Structural plan review offered in Las Vegas in 2018 6 hours	10.0 6.0 10.0	1 1 1	IC-337 IC-404 IC-405
SEMBOA	4/13/2022	Round Table	3.0	1	SE-0422
MetroWest	4/12/2022	Building with strength Coalition and Massachusetts Aggregate & concrete Producers Association (MaCAPA)	3.0	1	MW-0422
District 4	3/30/2022	Insulated Concrete Forms	3.0	1	D4-0322
District 5	3/29/2022	BSS, Cannabis Town Issues	3.0	1	D5-0322
	4/7/2022	Round Table	3.0	1	D5-0422
District 8	3/12/2022	Existing Buildings	2.0	1	A8-0322
District 12	4/12/2022	Braintree – Prop Maintenance & Chapter 40A MGL	2.0	2	A12b-0422
District 12	3/31/2022	Hingham – Shallow Foundations & Installation of Generators in the Floodplain	2.0	2	A12h-0322
District 13	3/29/2022	MBTA Community / Sprinkler Requirements in 'R' uses	2.5	1	D13-0322
SBI	3/23/2022	State Building Inspector monthly meeting	2.0	1	SBI-0322

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

- a) On a **MOTION** by John Naff and seconded by Andy Bobola it unanimously VOTED to reinstate Peter Blanchette's Building Official Certification BO-1563. The Committee revisited the 2018 Plan Review Institute continuing education previously submitted by Peter and assigning 0 credit hours. After discussing the importance of attending a *Plan Review* course Committee members determined the substance of the course outweighed the fact the course was offered using code year 2018. 16 hours was assigned for attending the 5-day course making Peter Blanchette current with his continuing education requirement for the training cycle ending December 31, 2021.
- b) For Informational purposes:
There are currently:
 - * Active and Retired: 785 certified building inspectors
 - o 466 Inspector of Buildings
 - o 319 Local
 - * Active ONLY: 546 certified building inspectors
 - o 321 Inspector of Buildings
 - o 225 Local
 - o 61 Conditional local building inspectors
 - * Qualifications Approved
 - o 717 individuals' qualifications have been approved to take the exams, not currently affiliated
- c) On a **MOTION** by Andy Bobola and seconded by John Naff it was unanimously voted to adjourn.