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Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Virtual
February 2, 2021 9:00 a.m.

Meeting called to order by the Chairman at 9:16 a.m. followed by roll call:

1. Roll Call – Committee members present

Bill Horrocks, Chairman - *BBRS Representative*
Robert Speroni, Vice Chairman - *MetroWest Building Officials Association, Hopedale*
Andrew Bobola - *Member At Large, Mattapoissett*
John Naff - *Member At Large, Wrentham (9:55)*
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
Roger Fuller - *Massachusetts Municipal Association Representative*
Jeffrey Clemons - *Building Officials of Western Massachusetts Member, Pittsfield*
Michael Clancy - *Southeastern Building Official's Association, Hingham*

Committee members absent

Vacant - *Member from Academia*
Bonnie Weeks - *Member At Large, Palmer*
Michael Giampietro - *Member At Large, Millis*

Guest Present:

Kimberly Spencer, Office of Public Safety and Inspections
David Sullivan, Office of Public Safety and Inspections
Kristina Gasson, Department of Professional Licensure
Jeff Putnam, State Building Inspector
Gordon Bailey, State Building Inspector

2. Members present reviewed minutes from the BOCC meeting on January 5, 2021; MOTION to approve was made by **Robert Speroni**, and seconded by **Jeff Clemons**. Michael Clancy abstains.
3. **Application for Certification Packets**
 - a. On a MOTION by Jeff Clemons and seconded Robert Speroni it was unanimously VOTED to approve the application of **Daniel J. Anzalone** (Town of North Reading) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2218).



- b. On a MOTION by Jeff Clemons and seconded by Robert Speroni it was unanimously VOTED to approve the application of **Kevin Ross** (City of Northampton) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2158).
- c. On a MOTION by Robert Speroni and seconded by Jeff Clemons it was unanimously VOTED to approve the application **Michael J. Silva** (Town of Leicester) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2250).

4. Examination Approval Packets

- a. On a MOTION by Robert Speroni and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Reid Blute** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Reid Blute 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.
- b. On a MOTION by Robert Speroni and seconded by Roger Fuller it was unanimously VOTED to **DENY** the request of **Robert Brown** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee determined Robert's work history is in electrical work, they were unable to find sufficient building construction supervisory experience or education in Robert Brown's resume to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- c. On a MOTION by David Fuller and seconded by Jeff Clemons it was VOTED to **DENY** the request of **Larry Darling** (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 or education in Larry Darling's resume to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- d. On a MOTION by Roger Fuller and seconded by Andy Bobola it was unanimously VOTED to grant the request of **John DeVito, Jr.** (City of Everett) for approval to take the required exams to become certified as a building code enforcement official. John DeVito 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.
- e. On a MOTION by Roger Fuller and seconded by Robert Speroni it was VOTED to **DENY** the request of **Kyle Greene** (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 or education in Kyle Greene's resume to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- f. On a MOTION by David Fuller and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Jon Harris** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Jon Harris 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.
- g. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was VOTED to **DENY** the request of **Karl Johnson** (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, or overall general knowledge of building construction in Karl Johnson's resume to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- h. On a MOTION by David Fuller and seconded Michael Clancy it was unanimously VOTED to grant the request of **James MacPhee** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. James MacPhee 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.
- i. On a MOTION by Roger Fuller and seconded by Michael Clancy it was VOTED to grant the request of **Andrew Mavrelis** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Andrew Mavrelis 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. Robert Speroni, Andy Bobola, Jeff Clemons opposed.
- j. On a MOTION by Robert Speroni and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Sean Smith** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Sean Smith 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.

5. New Employee Report Form Packets

780 CMR R7.1.7.4-2 WITHIN THE FIRST 6 MONTHS of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification as identified in 780 CMR R7.2. All certification requirements are frozen until the termination of the State Of Emergency.

- a. On a MOTION by Dave Fuller and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Richard Baldacci** appointed to the position of **Building Commissioner** the **Town of Swampscott** on October 12, 2020. *NERF signed by Chair.*
- b. On a MOTION by Robert Speroni and seconded by Jeff Clemons it was VOTED to acknowledge the *New Employee Report Form* of **Edward Bayly** newly appointed to the position of **Local Inspector** for the **Town of Dennis** on January 4, 2021. *NERF signed by Chair.* Andy Bobola abstains.
- c. On a MOTION by Dave Fuller and seconded by Roger Fuller it was VOTED to acknowledge the *New Employee Report Form* of **Joseph Braga** appointed to the position of **Building Commissioner** for the **Town of Dartmouth** on January 4, 2021. *NERF signed by Town Administrator.* Andy Bobola abstains.
- d. On a MOTION by Jeff Clemons and seconded by Michael Clancy was unanimously VOTED to acknowledge the *New Employee Report Form* of **Ernest Chiavarini** newly appointed to the position of **Local Inspector** for the **Town of Westford** on January 4, 2021. *NERF signed by Town Manager.*
- e. On a MOTION Michael Clancy and seconded by Andy Bobola was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brenda Church** newly appointed to the position of **Building Commissioner** for the **Town of Warren** on December 30, 2020. *NERF signed by Chair.*
- f. On a MOTION by Jeff Clemons and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Sarah Culgin** newly appointed to the position of **Building Commissioner** for the **Town of Ashburnham** on January 20, 2021. *NERF signed by Chair.*
- g. On a MOTION by Jeff Clemons and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Robert Fogarty** appointed to the position of **Local Inspector** for the **Town of Millis** on September 14, 2020. *NERF signed by Town Administrator.*
- h. On a MOTION by Robert Speroni and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Phil Harris** appointed to the position of **Building Commissioner** for the **Town of Goshen** on December 9, 2019. *NERF signed by Chair.*
- i. On a MOTION by Jeff Clemons and seconded by Robert Speroni it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Matthew Kollmer** appointed to the position of **Building Commissioner** for the **Town of Alford** on July 1, 2020. *NERF signed by Chair.*
- j. On a MOTION by David Fuller and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **David McRae** appointed to the position of **Building Commissioner** for the **Town of Rutland** on November 16, 2020. *NERF signed by Town Administrator.*
- k. On a MOTION by Robert Speroni and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jeffrey Mello** newly appointed to the position of **Local Inspector** for the **Town of Seekonk**. Appointed, not yet certified, on December 22, 2020. Twelve-month grace period expires December 31, 2021. *NERF signed by Chairman.*
- l. On a MOTION by Robert Speroni and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **David Morris** newly appointed to the position of **Building Commissioner** for the **Town of Mashpee** on January 12, 2021. *NERF signed by Town Manager.*
- m. On a MOTION by David Fuller and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Barry Ringler** newly appointed to the position of **Building Commissioner** for the **Town of Foxborough** on December 7, 2020. *NERF signed by Town Manager.*
- n. On a MOTION by Robert Speroni and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Douglas Scott** newly appointed to the position of **Building Commissioner** for the **Town of Ashland** on January 25, 2021. *NERF signed by Town Manager.*
- o. On a MOTION by Robert Speroni and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Michael Silva** newly appointed to the position of **Local Inspector** for the **Town of Leicester** on October 19, 2020. *NERF signed by Chair.*

- p. On a MOTION by Robert Speroni and seconded by David Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Eric Tetreault** newly appointed to the position of **Building Commissioner** for the **Town of Stoneham**. Appointed, not yet certified, on January 5, 2021. Eighteen-month grace period expires July 31, 2023. *NERF signed by Town Administrator.*

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. All certification requirements are frozen until the termination of the State Of Emergency. Once the State of Emergency has been canceled, individuals will then have the remaining amount of time on their current extension of time or grace period to request another extension of time before the Certification Committee.

- a. On a MOTION by Michael Clancy and seconded by Andy Bobola it was unanimously VOTED to grant **William Scott (Town of Agawam)** for an extension of time to become certified as an inspector of buildings / building commissioner. William's grace period to become certified expired April 30, 2020. At the termination of the State of Emergency Michael will have seven months to file for another extension to pass the required exams.

7. Hearings

- a. On a MOTION by Jeff Clemons and seconded by David Fuller it was unanimously VOTED to grant **Joseph Smart (City of Lynn)**, BOCC 1-2021 for approval to take the required exams to become certified as a building code enforcement official. Joseph Smart, Michael Donovan, Building Commissioner City of Lynn and James Lamanna, City of Lynn City Solicitor were present for the hearing. After testimony by Joseph Smart the Committee determined Joseph demonstrated he 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.

On a MOTION by John Naff and seconded by Robert Speroni was unanimously VOTED to acknowledge the *New Employee Report Form* **Joseph smart** appointed to the position of **Local Inspector** for the City of Lynn. Appointed, not yet certified, on February 2, 2021. Twelve-month grace period expires February 28, 2022. *NERF signed by Mayor.* First New Employee Report Form was received with an appointment date of December 21, 2021. Michael Donovan, Building Commissioner, stated Joseph has not performed any local inspector duties while waiting approval of his qualifications. An amended NERF will be sent with appointment date of February 2, 2021.

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 Robert Speroni and seconded by John Naff. The vote was unanimous.

Name	Date	Course Description	CEU's	Cat	Course No.
David Cohen John Moran	12/23/2020	Guide to the Structural Evaluation of Existing Timber Structures, TFEC 3-2109 offered by SEAMass	1.5	1	C-3556
David Lindberg	4/7/2020	ICC - Leadership Series: Challenging Discussions offered by ICC #20596	1.5	1	IC-352
	12/1/2020	ICC – 2018 IFC Essentials ICC# 15054 (not accepting credit hrs based on 2018 I code)	0		IC-353
David Geldart	11/5/2020	Remote Inspections – A tool for the future or a time saving tool for today? Offered by Bldg Energy Codes ICC# 25621	1.0	1	C-3557
Russell Wheeler	12/30/2020	ICC - 2015 Commercial Building Inspector: Roof/Ceiling Construction ICC# 11741	1.0	1	IC-354
	1/13/2021	Residential Wood Decks DCA-6 2015 IRC offered by NHBOA	3.0	1	C-3558
	11/17/2020	Best Management Practices for Groundwater Protection	2.0	1	C-3559
	11/12/2020	Floodplain Management Training New Hampshire Floodplain Management	2.0	1	C-3560
Joseph Murray	12/18/2020	Ensuring Life Safety in Adaptive Reuse: Using NFPA 101A for Alternative Approaches to Code Compliance	1.0	1	C-3561
	10/16/2020	Design Considerations for Below-Grade Waterproofing	1.0	1	C-3562
	11/20/2020	Design Practices for Single-Ply Roof Assemblies	1.0	1	C-3563
	1/21/2021	Meeting MAAB and ADA Standards in Alterations and Additions offered by BSA	1.5	1	C-3564

Gary Halvorsen	11/5-6/2020	Building Codes for Basement Finish – 2 day training offered by Building Code College ICC# 26377	6.0	1	C-3565
	10/23/2020	Seismic Design basics offered by Natl Inst of Bldg Science	1.0	1	C-3566
Ronald Durgin	12/16/2020	NEHRP Technical Brief NO. 12, Seismic Design of Cold-Formed Steel Lateral Load-Resisting Systems – A Guide for Practicing Engineers offered by ATC	1.5	1	C-3567
Chris Clemente	1/14/2021	NCD233 Ask the Experts: Construction Fire Safety Discussion Panel Webinar offered by American Wood Council ICC# 26496	1.5	1	C-3568
Shannon Hulst	3/10/2021	FEMA Letter of Map Change Process	1.0	1	C-3569
Greg Arvanitis	10/14/2020	ICC Mass Timber Construction / Heavy Timber Construction	6.0	1	IC-355
	8/12/2020	2015 IBC Means of Egress offered through NHBOA	6.0	1	C-3570
	9/9/2020	2015 IRC Performing Residential Building Inspections - ICC	6.0	1	C-3571
District 11	12/1/2020	Temp Use of Emergency Elevators This meeting took on the topic scenario of a building provided with a single elevator in which said elevator was rendered out of service for a prolonged period of time (6 months). The question of the continued legitimacy of the existing Certificate of Occupancy was explored in that the certificate was issued conditional on full compliance with ALL portions of the State Building Code inclusive of Accessibility. Factoring into such discussions was the impact to the ability to first responders (Fire Department) to respond effectively to an emergency situation without the assistance of an elevator. Finally, the questions of options for the buildings continued operation were discussed inclusive limited uses of portions of the building, the possible use of a temporary exterior construction elevator and the posting of Fire watches were all discussed.	2.5	2	A11-1220
	1/19/2021	Calculations of Capacities During COVID & Certificates of Inspections for Retailers	2.0	2	A11-0121
BOWM	1/20/2021	IBC Chapter 7 and related topics from IRC Chapter 3	1.5	1	WM-0121

8b. Review Application for Continuing Education - The BOCC previously reviewed and approved the following completed continuing education.

Name	Date	Course Description	CEU's	Cat	Course No.
Vincent Tirone	12/31/2020	Concrete Repair Installation - Simpson O/L ICC #1025-5624	2.0	1	C-2740*
	12/30/2020	Concrete Repair Design - Simpson O/L ICC #1025-5626	2.0	1	C-2739*
	12/31/2020	Truss Fundamentals - Simpson O/L ICC #1025-6443	2.0	1	C-2742*
	12/30/2020	Deck Inspection for New and Existing Construction offered by Simpson StrongTie	1.0	1	C-3113*
Louis Santana	12/31/2020	6 hour CSL CEU's offered through Mass Contractors Academy CS-010211	6.0	1	C-3464*
	12/31/2020	CSL Cont Ed 6 Hr CSL Renewal Course offered by Mass Contractors Academy 010208	6.0	1	C-3149*
Michael LaVecchia	12/30/2020	Deck Building 101 - Beginner's Course - Simpson On Line ICC #1025-157	1.0	1	C-2546*
David Geldart	2/19/2020	OSHA Winter 2020 Safety Event	4.0	1	C-3334*
Russell Wheeler	12/29/2020	2015 Commercial Building Inspector: Floor Construction ICC# 11739	1.0	1	IC-306*
David Roberts	1/14/2021	Boring & Notching in Wood-Frame Const Simpson Strong-Tie ICC# 13482	1.0	1	C-2940*
	1/15/2021	Code Requirements for Conventionally Framed Roofs offered by Simpson StrongTie	1.0	1	C-3112*
John Erickson	1/13/2021	Wind Design with the 2018 WFCM (not accepting credit hrs based on 2018 I code)	0		C-3503*
	1/13/2021	Soft Story Retrofit of Existing Buildings by Simpson StrongTie ICC #1025-3870	3.0	1	C-2690*
Bryan Butler	10/23/2020	FEMA Elevation Certificate Workshop: completing the FEMA EC Correctly for Everyone - online	6.0	1	C-3525*

Wayne Wilson	1/1/2020	CSL Cont Ed 6 Hr CSL Renewal Course offered by Mass Contractors Academy 010208	6.0	1	C-3149*
	1/11/2020	CSL Cont Ed 6 hr CSL Renewal Course Online offered by Mass Contractors Academy C-010210	6.0	1	C-3228*
	4/16/2020	Understanding Moment Frames Simpson Strong-Tie ICC# 10789	2.0	1	C-2943*
	4/20/2020	Concrete Repair Design - Simpson O/L ICC #1025-5626	2.0	1	C-2739*
	4/21/2020	Deck Building 101 - Beginner's Course - Simpson On Line ICC #1025-157	1.0	1	C-2546*
	5/9/2020	Truss Fundamentals - Simpson O/L ICC #1025-6443	2.0	1	C-2742*
	5/10/2020	Wall Bracing for Wind Design with 2015 IRC Simpson Strong-Tie ICC# 12243	1.0	1	C-2944*
	5/14/2020	Soft Story Retrofit of Existing Buildings by Simpson StrongTie ICC #1025-3870	3.0	1	C-2690*
	5/18/2020	Wood, Steel and Concrete Deterioration - Simpson O/L ICC #1025-163	1.0	1	C-2542*
	9/22/2020	Wind Design with ASCE 7 - Simpson O/L ICC #1025-160	2.0	1	C-2544*

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: 798 certified building inspectors
 - o 472 Inspector of Buildings
 - o 326 Local
- * Active ONLY: 626 certified building inspectors
 - o 325 Inspector of Buildings
 - o 243 Local
 - o 58 Conditional local building inspectors
- * Qualifications Approved
 - o 655 individuals' qualifications have been approved to take the exams, not currently affiliated
- * 698 certified building inspectors required to have 45 credit hours
 - o 476 More than 45 credit hours
 - o 190 Less than 45 credit hours
 - o 47 between 44 – 40 credit hours
 - o 143 Less than 40 credit hours
 - o 32 have 0 credit hours
- * 162 certified building inspectors required to have less than 45 credit hours – certified within current training cycle
 - o 69 More than 45 credit hours

b. On a MOTION by Jeff Clemons and seconded by John Naff it was unanimously voted to acknowledge the request of Mark Herweck, BO-1583, Building Commissioner to *Voluntarily Surrender* said Building Official Certification.

c. On a MOTION by Dave Fuller and seconded by Robert Speroni it was unanimously voted approve the request from Vincenzo Tirone, Building Commissioner Town of Monson to modify the start of his 18-month grace period to begin December 18, 2020.

Vincenzo Tirone's appointment date was September 22, 2020; subsequently he received active federal orders and was not able to begin working as the Building Commissioner until December 18, 2020. He was active for another three weeks January 2-29, 2021.

d. After a discussion it was made clear – While the current training cycle has been extended, for certified building officials, through December 31, 2021, Conditional Inspectors are still required to accumulate at least 1 credit hour per month:

110.R7.3.1 Continuing Education Requirements ... Conditional appointees as defined by 780 CMR 110.R7 shall attain at least one contact hour of education credit for each month of employment until such time as the conditional appointee has successfully completed the required examination schedule and is certified as prescribed.

Bill Horrocks opposed this requirement.

- e. Following a discussion concerning how many towns are too many for one building inspector to handle. It has been brought to the attention of the BOCC there is an individual covering numerous towns.

As long as there are no complaints, permits are issued within the 30 day timeframe and inspections are completed, they are doing what is required. The question also came up as to who the Zoning Officer is in each of the towns. Staff will follow up with Jeff Putnam, State Building Inspector Supervisor, to reach out to the State Building Inspectors for the towns to see if there have been any complaints.

- f. On a MOTION by Robert Speroni and seconded by John Naff it was unanimously voted to make a 780 CMR R7 Regulation Changes for the Massachusetts Building Code. The regulation change is to notify this office, current State Building Inspector and new State Building Inspector of a change in employment

110. R.7.2.5 Notification Change of Employment Location Conditional and certified individuals shall notify the BBRS of any change in the status or location of their employment. Notification shall be made to BOCC Program Coordinator, current State Building Inspector for Municipality leaving and the State Building Inspector for new Municipality, within one month of such change.

- g. After discussion it was agreed an email should be sent to all building inspectors as a reminder what a definition of an Alternate Inspector is. Discussion pursued on Local Inspectors 'filling in or on call'. Inspectors 'filling in, on call, or per diem' are required to be *appointed* as a Local Inspector for that city or town.

A mailing went to all building inspectors that included updated Building Official ID cards with an expiration date of December 31, 2021. Included in the mailing was a form to make any address, email, etc. corrections and update cities and towns current affiliation. The form also asked to specify what city/town the building inspector has been appointed as an Alternate Inspector. Four returned forms clearly state certified LOCAL INSPECTORS are working as Alternate Inspectors. Three individuals are the Alternate for more than one community.

The definition of an Alternate Inspector: 780 CMR 110.R7.1.6.3 Alternate inspector of buildings/building commissioner. An alternate inspector of buildings/building commissioner shall be certified prior to appointment.

MGL 143 section 3Z: Part time inspector of buildings, building commissioner, local inspector, or alternate inspector, other employment

... The inspection of such work shall be performed by the inspector of buildings or building commissioner of another city, town or district or by a special assistant inspector of buildings or assistant building commissioner who is appointed solely for the purpose of performing such inspections by the mayor of a city, the board of selectmen of a town or the governing board of a district...

As a reminder Chapter 1 Section 111 Certificate of Occupancy: 111.1 Use and Occupancy. No building or structure shall be used or occupied, ..., until the building commissioner, inspector of buildings, or when applicable, the state inspector has issued a certificate of occupancy...

- h. On a MOTION by Robert Speroni and Seconded by John Naff it was unanimously voted to adjourn the meeting.