



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**Office of Public Safety and Inspections**  
**Board of Building Regulations and Standards**  
1000 Washington Street, Suite 710 • Boston • Massachusetts • 02118

**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

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

**Meeting Minutes**  
**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**BUILDING OFFICIAL CERTIFICATION COMMITTEE**  
***Virtual***  
***November 12, 2020 9:00 a.m.***

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Meeting called to order by the Chairman at 9:13 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 (9:55)*  
Andrew Bobola - *Member At Large, Mattapoisett*  
Michael Clancy - *Southeastern Building Official's Association, Hingham*  
John Naff - *Member At Large, Wrentham*  
Roger Fuller - *Massachusetts Municipal Association Representative*  
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*  
Bonnie Weeks - *Member At Large, Palmer (9:30)*

**Committee members absent**

David Lenzie - *Member from Academia*  
Michael Giampietro - *Member At Large, Millis*  
Jeffrey Clemons - *Building Officials of Western Massachusetts Member, Pittsfield*

**Guest Present:**

Kimberly Spencer, Office of Public Safety and Inspections  
Charles Kilb, Department of Professional Licensure  
Dave Sullivan, Office of Public Safety and Inspections

2. Members present reviewed minutes from the BOCC meeting on September 1, 2020; MOTION to approve was made by **John Naff**, and seconded by **Andy Bobola**. The vote was unanimous.
3. **Application for Certification Packets**
  - a. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Robert Garside** (Town of Groton) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2199).



- b. On a MOTION by David Fuller and seconded by John Naff it was unanimously VOTED to approve the application of **Nicholas Iafrate** (Town of Norton) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2194).
- c. On a MOTION by David Fuller and seconded by Andy Bobola it was unanimously VOTED to approve the application **Pernell Jackson** (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-2240).
- d. On a MOTION by Andy Bobola and seconded by Roger Fuller it was unanimously VOTED to approve the application of **William K. Ketchen** (City of Greenfield) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2195).
- e. On a MOTION by John Naff and seconded by David Fuller it was unanimously VOTED to approve the application **Leonard Lyons** (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-2224).
- f. On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to approve the application **Jeffrey MacLeod** (Town of Merrimac) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2188).
- g. On a MOTION by David Fuller and seconded by Andy Bobola it was unanimously VOTED to approve the application **Andrew Stewart** (Town of Marshfield) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2137).
- h. On a MOTION by David Fuller and seconded by Roger Fuller it was unanimously VOTED to approve the application **George Tignor** (Town of West Boylston) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2091).

#### 4. Examination Approval Packets

- a. On a MOTION by Roger Fuller and seconded by David Fuller it was VOTED to grant the request of **Dale Bangma** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Dale Bangma 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. Michael Clancy opposed.
- b. On a MOTION by John Naff and seconded by David Fuller it was VOTED to grant the request of **Louis Cintolo** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Louis Cintolo 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 and Michael Clancy opposed.
- c. On a MOTION by Roger Fuller and seconded by John Naff it was unanimously VOTED to grant the request of **Janet Collins** (City of Boston) for approval to take the required exams to become certified as a building code enforcement official. Janet Collins 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 John Naff and seconded by Michael Clancy it was unanimously VOTED to **DENY** the request of **Jason Duval** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. According to Jason Duval's resume the Committee was unable to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- e. On a MOTION by Bonnie Weeks and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Dennis Howes** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Dennis Howes 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.

- f. On a MOTION by David Fuller and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Michael Malbera** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Michael Malbera 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 John Naff and seconded by David Fuller it was unanimously VOTED to **Table** the request of **Philp Ryan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting additional information to determine if Philip Ryan has the minimum qualifications as defined by MGL c 143 § 3.
- h. On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to **Table** the request of **Darroll Salesman** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting additional information to determine if Darroll Salesman has the minimum qualifications as defined by MGL c 143 § 3.
- i. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to **DENY** the request of **Timothy Sheridan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting additional information to determine if Timothy Sheridan has the minimum qualifications as defined by MGL c 143 § 3.
- j. On a MOTION by David Fuller and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Michael J. Silva** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Michael Silva 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.
- k. On a MOTION by John Naff and seconded by Bonnie Weeks it was unanimously VOTED to grant the request of **Randy Spears** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Randy Spears 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 David Fuller and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Todd Alexander** newly appointed to the position of **Local Inspector** the Town of Westhampton. Appointed, not yet certified, on July 1, 2020. Twelve month grace period expires July 31, 2021 *NERF signed by Chair.*
- b. On a MOTION by Bonnie Weeks and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Robert Armstrong** newly appointed to the position of **Local Inspector** for the City of Methuen on October 5, 2020. *NERF signed by Mayor.*
- c. On a MOTION by John Naff and seconded by Michael Clancy it was VOTED to acknowledge the *New Employee Report Form* of **Chris Carmichael** appointed to the position of **Building Commissioner** for the Town of Fairhaven on November 2, 2020. *NERF signed by Town Administrator.* Andy Bobola abstains.
- d. On a MOTION by Bonnie Weeks and seconded by David Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brenda Church** appointed to the position of **Building Commissioner** for the Town of Holland on October 5, 2020. *NERF signed by Chair.*
- e. On a MOTION by John Naff and seconded by Bonnie Weeks was unanimously VOTED to acknowledge the *New Employee Report Form* of **Janet Collins** newly appointed to the position of **Local Inspector** for the City of Boston. Appointed, not yet certified, on October 16, 2020. Twelve-month grace period expires October 31, 2021. *NERF signed by Building Commissioner.*
- f. On a MOTION by Michael Clancy and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Daniel Garte** appointed to the position of **Local Inspector** for the Town of Duxbury on September 14, 2020. *NERF signed by Town Manager.*

- g. On a MOTION by John Naff and seconded by Roger Fuller it was VOTED to acknowledge the *New Employee Report Form* of **Tin Htway** newly appointed to the position of **Building Commissioner** for the Town of Douglas on November 7, 2020. *NERF signed by Town Administrator*. Robert Speroni opposed.
- h. On a MOTION by Michael Clancy and seconded by Bonnie Weeks it was unanimously VOTED to acknowledge the *New Employee Report Form* of **William McGrady** appointed to the position of **Building Commissioner** for the Town of North Attleborough. Appointed, not yet certified, on November 2, 2020. Eighteen-month grace period expired May 31, 2022. *NERF signed by Town Manager*.
- i. On a MOTION by John Naff and seconded by David Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **David Riquinha** newly appointed to the position of **Building Commissioner** for the Town of Wareham on November 2, 2020. *NERF signed by Town Administrator*.
- j. On a MOTION by Michael Clancy and seconded by John Naff was unanimously VOTED to acknowledge the *New Employee Report Form* of **Matthew Rossi** newly appointed to the position of **Local Inspector** for the Town of Oak Bluffs. Appointed, not yet certified, on August 31, 2020. Twelve-month grace period expires August 30, 2021. *NERF signed by Chair*.
- k. On a MOTION by Bonnie Weeks and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Robert Scott** appointed to the position of **Building Commissioner** for the Town of Marblehead. Appointed, not yet certified, on October 13, 2020. Eighteen-month grace period expired April 30, 2022. *NERF signed by Chair*.
- l. On a MOTION by Roger Fuller and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **James Wasielewski** appointed to the position of **Building Commissioner** for the Town of Duxbury on May 1, 2020. *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. 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 John Naff and seconded by Robert Speroni it was unanimously VOTED to grant **Michael Julian (Town of Southbridge)** an extension of time to become certified as a local inspector. Michael's grace period to become certified expired October 31, 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. None

#### 8. Review Application for Continuing Education

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

Name	Date	Course Description	CEU's	Cat	Course No.
Gene Novak	10/14/2020	UL Building Confidence: Firestops, Joints and Related Systems in Fire Resistive Construction	1.0	1	C-3526
Les Stucka	6/10/2020	Mass Timber at the University of Denver: An Authentic Expression of Sustainability by WoodWorks ICC# 23823	1.0	1	C-3527
	5/28/2020	Radon Gas Barriers: The SPF Advantage by CEStrong	1.0	1	C-3528
	9/9/2020	Modular Wood-Frame for Multi-Family: Design, Details and Delivery by Wood Works ICC# 22415	1.0	1	C-3529
	4/28/2020	Fighting Fires and Saving Lives in Large, Single-Story, Undivided Buildings by BNP Media	0		C-3530
Brandon Vigneault	9/17/2020	Common IRC Mistakes offered by Building Code College ICC# 23961	1.5	1	IC-351
William Thornton	10/15/2020	Background and Overview - New Mass Timber (DES622) AM Session by American Wood Council ICC# 25142	1.5	1	C-3531

David McRae	10/22/2020	Building Stronger Stick-Frame Roofs: Code Requirements and Solutions offered by Simpson Strong-Tie	1.0	1	C-3532
District 13	9/28/2020	Restaurant Tents & Temp Heaters: Governor's Orders	2.5	1	D13-0920
	10/27/2020	History of B & B's and Lodging Houses w/ Gordon Bailey	2.0	1	D13-1020
District 11	10/13/2020	Administrative Search Warrants	2.5	1	A11-1020
District 3	10/14/2020	Bed & Breakfasts & Beyond	2.5	1	D3-1020
BOWM	10/21/2020	Accessibility - Scoping and Challenges by Code Red	2.0	1	WM-1020
SBI	10/21/2020	Round Table - Tents, Temp Heating, Amusement, CI, Energy	2.0	1	SBI-1020
District 12	9/30/2020	Round Table - State of Emergency	3.0	1	D12-0920
District 5	10/20/2020	Sprinkler Inspections, Round Table - Tents, Current Issues, Code Issues	3.0	1	D5-1020

#### 8b. Review Application for Continuing Education - Exhibit Items attached

The BOCC previously reviewed and approved the following completed continuing education. The building official's training report was updated with the credit hours.

Name	Date	Course Description	CEU's	Cat	Course No.
Adelle Reynolds	7/2/2020	FEMA IS-00100.c Intro to Incident Command System ICS-100	2.0	1	C-3260*
Robert de Sousa	9/25/2020	Energy - Building Systems Commissioning: Saving Money and Meeting Code	1.0	1	C-3389*
	9/30/2020	Energy - Residential Ventilation Done Right: Why and How	1.0	1	C-3152*
	9/30/2020	Energy - COMcheck 101 - A New Energy Code Requirement Made Easy	1.0	1	C-3009*
	10/23/2020	Energy - mechanical, Plumbing and Lighting: Controls and Operation	1.0	1	C-3390*
	10/28/2020	Energy - Stretch Code Overview and Compliance Options	1.0	1	C-3124*
	10/28/2020	Energy - COMcheck Case Study - Simple Commercial Building Case Study	1.0	1	C-3067*
Brandon Vigneault	9/17/2020	What's new in 2015/2018 IBC for Mass Timber (DES621) By American Wood Council	1.5	1	C-3516*
Paul Coelho	10/27/2020	CSL 12 Hour CEU course offered by @Leisure	10.0	1	C-2233*
David Veleta	5/15/2019	CPR/AED	2.0	1	C-2333*
	2/7/2020	Hazardous Waste Operations and Emergency Response Refresher	4.0	1	C-2621*
Michael Foley	2/6/2020	CSL Cont Ed 6 Hr CSL Renewal Course offered by Mass Contractors Academy 010209	6.0	1	C-3149*
	2/7/2020	CSL Cont Ed 6 Hr CSL Renewal Course offered by Mass Contractors Academy 010210	6.0	1	C-3149*
Marc LaPointe	10/27/2020	SV0004 - Floodplain Design, Construction, and Impacts on Flood Insurance by Floodproofing.com	1.0	1	C-3421*
Phil Delory	10/31/2020	Boring and Notching in Wood-Frame Construction	1.0	1	C-2940*

## 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: 575 certified building inspectors
    - o 341 Inspector of Buildings
    - o 234 Local
    - o 50 Conditional local building inspectors
  - \* Qualifications Approved
    - o 653 individuals' qualifications have been approved to take the exams, not currently affiliated
  - \* 699 certified building inspectors required to have 45 credit hours
    - o 441 More than 45 credit hours
    - o 225 Less than 45 credit hours
      - o 55 between 44 – 40 credit hours
      - o 170 Less than 40 credit hours
    - o 33 have 0 credit hours
  - \* 154 certified building inspectors required to have less than 45 credit hours – certified within current training cycle
    - o 61 More than 45 credit hours
- b. Committee members reviewed letter received from Littleton Select Board's findings of an audit conducted of the processes and procedures of the building department and Michelle Cobleigh.
- c. Committee members discussed possible 780 CMR R7 Regulation Changes for the 10<sup>th</sup> Edition of the Massachusetts Building Code. Any proposal should include the original text and changes should be indicated with a strikethrough of the text to be deleted. New text should be in both italic and red font. Also, include justification for the change and how the change would impact a city or town.
- d. Bill Horrocks inquired if there could be a mandate that any city or town looking to appoint a building commissioner or local inspector to request a list of currently certified inspector from this office.