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**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS**  
**BUILDING OFFICIAL CERTIFICATION COMMITTEE**

January 6th, 2026, from 9am to 1pm  
DOL Office, One Federal Street, Boston, MA 02110  
Sixth Floor, Topaz Room

**Meeting Minutes**

**Meeting called to order at 9:02 AM**

- |   |   |
|---|---|
| a. Michael Giampietro, Chair, Member at Large | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| b. John Naff, Vice Chair, Member at Large     | <input type="checkbox"/> present <input checked="" type="checkbox"/> absent |
| c. David Fuller, MBCIA                        | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| d. Michael Clancy, SEMBOA                     | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| e. Henry Fontaine, MetroWest                  | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| f. Andrew Bobola, BBRS Representative         | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| g. George Peterson, BOWM                      | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| h. Kevin Ross, Member at Large                | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| i. Mark Robidoux, Member at Large             | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| j. Anthony Marino, MMA Representative         | <input checked="" type="checkbox"/> present <input type="checkbox"/> absent |
| k. VACANT, Member of Academia                 | <input type="checkbox"/> present <input type="checkbox"/> absent            |

**1) Review/Vote - Meeting Minutes for December 2nd, 2025**

Chair Giampietro raised topic of December 2<sup>nd</sup>, 2025, meeting minutes. Executive Director Tammy Gropman noted that the meeting minutes were not added to the subcommittee packet in time for review and would be addressed at the next meeting.

**2) Review/Discuss - Executive Director Report**

Chair Giampietro introduced topic of Executive Director Report. E.D. Tammy Gropman noted that BBRS staff had received the city/town clerk reports from all 351 municipalities for 2025. Chair Giampietro questioned whether a list of inspectors could be made available to the public. E.D. Gropman and legal counsel noted that staff will explore the feasibility of this.

**3) Review/Discuss - Board Counsel Report**

Chair Giampietro introduced topic of Board Counsel Report. Board Counsel Charles Kilb noted that there were no items to discuss.

#### 4) **Discuss/Vote - Course Review**

Chair Giampietro raised topic of Course Review.

- a. Elevation Certificates 1.5 hours
- b. Floodplain Development Permitting 1.5 hours

Andy Bobola motioned to approve both courses, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

#### 5) **Review/Discuss - R7 Regulations**

Chair Giampietro introduced topic of reviewing proposed changes to 780 CMR 110.R7 regulations. Board Counsel Kilb presented a word version of proposed changes, which included changes from last month as well as a few suggestions for this month, including qualifications of conditional appointees, as well as notification to BOCC and exam approval timeframes. Committee members discussed possibility of shortening when a conditional appointee must seek BOCC approval from six months to 15 or 30 days. The consensus was to pick 15 days to match when a conditional appointment must be reported to the BOCC. Board Counsel Kilb also discussed limited conditional appointments to once per lifetime. Mark Robidoux discussed his proposed changes related to building officials reporting to appointing authorities. Board Counsel Kilb indicated that these were well written, but had some alternative language to ensure it would be legally enforceable, including providing a pathway to invalidate inappropriate approvals by way of the Building Code Appeals Board. Anthony Marino noted varying municipal governing structures throughout the Commonwealth make it difficult to impose specific supervisory requirements.

The matter will be placed on the agenda for the next meeting to allow members to consider if any final amendments are appropriate. Counsel will discuss with the chair a possible definition of building official to reference their duties.

No formal action taken.

#### 6) **Examination Approval Packets**

Chair Giampietro introduced topic of Examination Approval Packets.

- a. Bulman, Kevin J.  
Committee members questioned Mr. Bulman's supervisory construction experience. Mr. Bulman provided additional information to committee. George Peterson motioned to approve examination application, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- b. Cerule, James V.  
Dave Fuller motioned to approve examination application, seconded by Mark Robidoux. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- c. Fabian, Jeffrey J. (Andy Bobola recused)  
Dave Fuller motioned to approve examination application, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- d. Holmes, Scott

Dave Fuller motioned to approve examination application, seconded by Mark Robidoux. A roll call vote was held, Kevin Ross opposed, none abstained. Motion passed with majority.

e. Maynard, Peter A.

George Peterson motioned to approve examination application, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

f. Miller Jr, John M.

Kevin Ross motioned to approve examination application, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

## 7) **Application for Certification Packets**

Chair Giampietro introduced topic of Application for Certification packets.

a. Bowlin, Eric J.

Kevin Ross motioned to approve certification as a Local Inspector, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

b. DeOliveira, Marcos (Dave Fuller recused)

Michael Clancy motioned to approve certification as Local Inspector, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

c. Dwyer, Michael P.

Andy Bobola motioned to approve certification as Local Inspector, seconded by Dave Fuller. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

d. Fabiano, Michael

Dave Fuller motioned to approve certification as Local Inspector, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously. Mr. Fabiano noted to committee members that his Extension of Time Request was also on the agenda and that it was no longer necessary.

e. Hutchings, Keith M.

Dave Fuller motioned to approve certification as Local Inspector, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

f. Muscatiello, Paul

Kevin Ross motioned to approve certification as a Local Inspector, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

g. Neipp, Joseph

Michael Clancy motioned to approve certification as Massachusetts Building Commissioner, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

h. Shipp, Daniel

Dave Fuller motioned to approve certification as Local Inspector, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

## 8) **New Employee Report Form**

Chair Giampietro introduced topic of New Employee Report Forms.

- a. Bezanson, Lisa  
Kevin Ross motioned to acknowledge appointment as Conditional Local Inspector in Braintree, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- b. Cooney, Joseph  
Dave Fuller motioned to acknowledge appointment as Local Inspector in Middleton, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- c. Filpo, Kisbel  
Dave Fuller motioned to acknowledge appointment as Conditional Local Inspector in Lawrence, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- d. MacKay, Eleanor  
Michael Clancy motioned to acknowledge appointment as Building Commissioner in Harwich, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- e. Metivier, N. Jon  
Andy Bobola motioned to acknowledge appointment as Building Commissioner in Lincoln, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- f. Murphy, Ken  
Kevin Ross motioned to acknowledge appointment as Building Commissioner in Mattapoisett, seconded by Michael Clancy. A roll call vote was held, none opposed, Andy Bobola abstained. Motion passed with majority.
- g. Prondak, Joseph  
Kevin Ross motioned to acknowledge appointment as Alternate Building Commissioner in Needham, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- h. Redlon, Michael (Andy Bobola recused)  
Michael Clancy motioned to table matter as form was not signed by appointing authority, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- i. Rowe, Christopher C

Kevin Ross motioned to acknowledge appointment as Conditional Local Inspector in Chelsea, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

j. Vigneault, Branden

Dave Fuller motioned to acknowledge appointment as Conditional Building Commissioner in Reading, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

## 9) Extension of Time Request

Chair Giampietro raised topic of Extension of Time Requests.

a. Clements, Gary (3rd Request)

Dave Fuller motioned to approve third and final Extension of Time Request for a period of one year, with a new expiration date of November 07, 2026, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

b. Fabiano, Michael (1st Request)

Committee members noted that Mr. Fabiano was approved for certification earlier in meeting and that the Extension of Time Request was no longer necessary. No action taken.

c. Filpo, Kisbel (1st Request)

Dave Fuller motioned to approve first Extension of Time Request for a period of six months, with a new expiration date of May 25th, 2026, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

d. Marshall, Pamela (1st Request)

Kevin Ross motioned to approve first Extension of Time Request for a period of six months, with a new expiration date of July 28<sup>th</sup>, 2026, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

e. Mitchell, Brian (2nd Request)

Andy Bobola motioned to approve second Extension of Time Request for a period of six months, with a new expiration date of May 7<sup>th</sup>, 2026, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

f. Roberts, Rachel (2nd Request)

Kevin Ross motioned to approve second Extension of Time Request for a period of six months, with a new expiration date of June 4<sup>th</sup>, 2026, seconded by Dave Fuller. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

## 10) Applications For Continuing Education

Chair Giampietro introduced topic of Applications for Continuing Education.

a. Form A

- i. 10\_29\_2025 District 12 meeting
- ii. 10\_29\_2025 R7.0 attendee report
- iii. 11\_18\_2025 metro west attendance
- iv. 11\_20\_2025 MBCIA state attendance
- v. 11\_25\_2025 R6.0 MA stretch energy code
- vi. 11\_26\_2025 District 7 Engineering Periodic
- vii. 11\_26\_2025 District 13 Engineering Changes
- viii. 12\_03\_2025 District 1 meeting
- ix. 12\_09\_2025 Braintree local meeting
- x. 12\_10\_2025 R6.0 MA stretch energy code
- xi. 12\_11\_2025 Commonwealth of MA Board of Building Reg
- xii. 12\_16\_2025 Metro West December sign in sheet
- xiii. 12\_17\_2025 BOWM sign in sheet
- xiv. 12\_17\_2025 C1.3 Commercial stretch code solar ready
- xv. 12\_17\_2025 R7.0 ADU and MA stretch code
  
- xvi. 12\_17\_2025 SEMBOA sign in
- xvii. 12\_18\_2025 MBCIA state attendance
- xviii. Chapter 34 train the trainer
- xix. December 2025 SEMBOA
- xx. District 2 10th edition code change

Dave Fuller motioned to approve Form A submissions, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

**b. Form B**

- i. Aziev, Shukhrat – 3 hours
- ii. Clemente, Chris – 2 hours
- iii. Frederickson, Steven – 2 hours
- iv. Healy, Paul – 1 hour
- v. Howes, Dennis – 28.5 hours
- vi. LaFlamme, Daniel – 1 hour
- vii. Marino, Anthony – 13 hours
- viii. Morash, Jeff – 3 hours
- ix. Novak, Eugene – 4 hours
- x. Tavares, Sarah – 20.5 hours
- xi. Williams, Gregory – 1 hour

Anthony Marino recused from participating in Item vii and from voting. Kevin Ross motioned to approve Form B submissions with amendments, seconded by Dave Fuller. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

**11) Additional Business/Other Matters not Reasonably Anticipated 48 hours in Advance of Meeting**

Chair Giampietro raised topic of matters not reasonably anticipated 48 hours in advance of meeting. Dave Fuller questioned whether a Building Official complaint would be reviewed by BOCC at the next meeting. Board Counsel Kilb noted the complaint intake and review process conducted by staff. Michael Clancy raised topic of potentially moving the May BOCC meeting to coincide with SEMBOA meeting in Plymouth. Committee members discussed and reached consensus that the matter would be discussed at the following meeting. Dave Fuller questioned

location of next meeting. E.D. Gropman noted that it would be at the DOL office in Boston. Committee members discussed remote and in-person meeting options for future dates.

**12) Investigatory Conference – CLOSED per M.G.L c. 112, § 65C**

Chair Giampietro raised topic of Investigatory Conference. Board Counsel Kilb noted there were no investigatory matters to discuss.

**13) Quasi-Judicial – CLOSED per M.G.L. c. 30A, §, 18.(d)**

Chair Giampietro raised topic of Quasi-Judicial session. Board Counsel Kilb noted there were no Quasi-Judicial matters to discuss.

Andy Bobola motioned to adjourn the meeting, seconded by Kevin Ross. A roll call vote was held, none abstained, none opposed. Motion passed unanimously.

**Meeting adjourned at 10:55 A.M.**

Items Relied Upon

Agenda

Draft of 780 CMR 110.R7

Applications for Certification

New Employee Report Forms

Extension of Time Requests

Examination Applications

Applications for Continuing Education