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OCCUPATIONAL LICENSURE

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE

March 3rd, 2026, from 9am to 1pm
MECC: 14 Sharon Ave, Norfolk, MA 02056

Meeting Minutes
Meeting called to order at 9:08 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 checked="" type="checkbox"/> present <input 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 checked="" type="checkbox"/> present <input type="checkbox"/> absent |

1) Review/Vote - Meeting Minutes for February 3rd, 2026

Chair Michael Giampietro introduced topic of meeting minutes for February 3rd, 2026.

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

2) Review/Discuss - Executive Director Report

Chair Giampietro introduced topic of Executive Director Report. Executive Director Tammy Gropman provided information on updated exam guidance document.

John Naff motioned to approve exam guidance document, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

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

Chair Giampietro introduced topic of Board Counsel Report. Board Counsel Charles Kilb noted there were no matters to discuss apart from regulations, which was its own agenda topic.

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

Chair Giampietro introduced topic of Course Review.

a. Updated syllabus - EC Workshop: Completing the FEMA Elevation Certificate Correctly for “Everyone”

John Naff motioned to approve course update, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

5) **Review/Discuss – 780 CMR 110.R7**

Chair Giampietro introduced topic of 780 CMR 110.R7 draft changes. Board Counsel Kilb presented the most up to date draft changes to 780 CMR 110.R7 and discussed definitions of Category 1 and Category 2 education which are based on the current education policy. Chair Giampietro provided background on current education policy, proposed categories, and recommended that half of Continuing Education hours be Category 1.

Mark Robidoux raised question regarding relevant code cycles. Chair Giampietro suggested following a similar methodology to CSL education requirements. E.D. Gropman raised question regarding applicability of pre-approved courses.

Chair Giampietro discussed process of pre-approved courses. Board Counsel Kilb raised question as to whether language regarding current edition was relative to 780 CMR or IBC. The chair entertained a public comment from Anthony Marino who discussed courses covering both Category 1 and Category 2 topics, such as association meetings, and raised question as to how the proposed language would address this scenario. Board Counsel Kilb asked if the committee would like to depart from the current proposed language requiring pre-approval of Category 1 classes but not Category 2. George Peterson suggested changing proposed language from “pre-approved” to “approved”. Committee members discussed potential for retroactive approval of classes and clarified pertinent code cycles. Mark Robidoux raised question of applicability of multi-day courses. Committee members discussed language relative to maximum contact hours. The latest version will not include pre-approval. The regulations will be on the April agenda for any further refinements. No formal action taken.

6) **Examination Approval Packets**

Chair Giampietro introduced topic of Examination Approval Packets.

a. Barrett, Sean E.

David Fuller motioned to approve examination packet, seconded by John Naff. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

b. Barry, William T.

David Fuller motioned to approve examination packet, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

c. Brooke, Jeffrey T.

John Naff motioned to approve examination packet, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

- d. Bui, Viet
John Naff motioned to approve examination packet, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- e. Daly, Matthew
David Fuller motioned to approve examination packet, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- f. Dibrindisi, Dolores T. (Kevin Ross recused)
John Naff motioned to deny examination packet, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed with majority.
- g. Farynaz, Paul J.
John Naff motioned to approve examination packet, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- h. Moran, Gavin J.
John Naff motioned to approve examination packet, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- i. Solval, Angel
John Naff motioned to approve examination packet, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- j. Sullivan, Thomas J.
David Fuller motioned to approve examination packet, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- k. Valois, Raymond P.
John Naff motioned to approve examination packet, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- l. Van Horn, Geoffrey M.
John Naff motioned to approve examination packet, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- m. Walsh, Joseph M.
John Naff motioned to approve examination packet, 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. Adams, Brian C.
John Naff motioned to approve certification packet, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- b. Bruccoleri, Jamie J.
John Naff motioned to deny certification packet, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

- c. Marshall, Pamela J.
Michael Giampietro motioned to approve certification packet, seconded by David Fuller. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- d. Spacco, Anthony J.
Andy Bobola motioned to approve certification packet, seconded by Michael Clancy. 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. Como, Robert
David Fuller motioned to acknowledge New Employee Report Form, seconded by John Naff. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- b. Daly, Matthew
John Naff motioned to acknowledge New Employee Report Form, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- c. Dantonio, Alan
Kevin Ross motioned to acknowledge New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- d. Ferguson, Karl
John Naff motioned to table New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- e. Fifield, Stephen (Kevin Ross recused)
John Naff motioned to acknowledge New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- f. Germano, Rick
John Naff motioned to acknowledge New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- g. MacDonald, Melissa
Kevin Ross motioned to acknowledge New Employee Report Form, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- h. Marek III, Walter L.
John Naff motioned to acknowledge New Employee Report Form, seconded by Henry Fontaine. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- i. O'Boyle, Matthew C.
John Naff motioned to table New Employee Report Form, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- j. Pulliam, John R.
John Naff motioned to acknowledge New Employee Report Form, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

- k. Ross, Kevin (Kevin Ross recused)
John Naff motioned to acknowledge New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- l. Salmon, James W.
John Naff motioned to acknowledge New Employee Report Form, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- m. Solval, Angel
John Naff motioned to acknowledge New Employee Report Form, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- n. Stott, Timothy
John Naff motioned to acknowledge New Employee Report Form, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- o. Sullivan, James M.
John Naff motioned to acknowledge New Employee Report Form, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

9) Extension of Time Request

Chair Giampietro introduced topic of Extension of Time Request.

- a. Bazarian, Stephen P.
Michael Clancy motioned to approve third and final extension of time request, seconded by John Naff. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- b. Etienne Jr., Paul
David Fuller motioned to approve first extension of time request, seconded by John Naff. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- c. Germano, Rick D.
John Naff motioned to approve first extension of time request, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- d. Holmes, Scott E.
John Naff motioned to approve first extension of time request, seconded by George Peterson. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- e. Otto Jr., Daniel S.
David Fuller motioned to approve first extension of time request, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- f. Simons, Howard A.
John Naff motioned to approve second extension of time request, seconded by Kevin Ross. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.
- g. Spinucci, Michael A

Michael Clancy motioned to approve first extension of time request, seconded by Andy Bobola. 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. 01_23_2026 Boston ISD
- ii. 01_28_2026 District 12
- iii. 01_28_2026 C2.1 Commercial Air Barriers Overview
- iv. 01_28_2026 R1.1 Residential Stretch Code Overview
- v. 01_29_2026 District 12
- vi. 01_29_2026 District 9
- vii. 02_02_2026 State Building Inspector
- viii. 02_03_2026 Braintree
- ix. 02_05_2026 C10.1 Choosing the Right Commercial Path
- x. 02_10_2026 District 1
- xi. 02_11_2026 MBCIA
- xii. 02_11_2026 SEMBOA
- xiii. 02_18_2026 BOWM
- xiv. 02_18_2026 District 5
- xv. 02_18_2026 Substantial Improvement and Substantial Damage
- xvi. 02_19_2026 District 10B

John Naff motioned to approve Form A submissions, seconded by David Fuller. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

b. Form B

- i. Aziev, Shukhrat – 3 hours
- ii. Bashista, Mark – 1 hours
- iii. Bezanson, Lisa – 5.5 hours
- iv. Carchedi, John – 12 hours
- v. Forsberg, Russell – 5.5 hours
- vi. Frederickson, Steven – 2 hours
- vii. Garside, Robert – 5 hours (if not duplicative)
- viii. McLaughlin, Peter – 17 hours
- ix. Pivero, Joseph – 1 hour
- x. Sheehan, Patty – 2 hours
- xi. Sinibaldi, Robert – 1 hours
- xii. Stubbins, Gary – 11 hours
- xiii. Walsh, Dan – 3 hours
- xiv. Whitman, Tony – 4 hours
- xv. Williams, Gregory – 2 hours

Andy Bobola motioned to approve Form B submissions with adjusted totals, seconded by Michael Clancy. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

11) Discuss - Matters Not Reasonably Anticipated 48 hours in Advance of Meeting

Chair Giampietro introduced topic of Matters Not Reasonably Anticipated 48 Hours in Advance of Meeting. E.D. Tammy Gropman noted that the BOCC had received a late addition Application for Certification from Daniel Antonelli. It was noted that action on this was requested due to some urgency, staff noted everything was in order with it. John Naff motioned to approve Application for Certification, seconded by Andy Bobola. A roll call vote was held, none opposed, none abstained. Motion passed unanimously.

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

Chair Giampietro introduced topic of Investigatory Conference and noted there were no matters to discuss.

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

Chair Giampietro introduced topic of Quasi-Judicial session and noted there were no matters to discuss.

John Naff motioned to adjourn public meeting, seconded by Kevin Ross. A roll call vote was held, none abstained, none opposed. Motion passed unanimously.

Meeting adjourned at 10:49 AM.

Items Relied Upon

Agenda
Draft Minutes
Draft of 780 CMR 110.R7
Course Review Applications
Applications for Certification
New Employee Report Forms
Extension of Time Requests
Examination Applications
Applications for Continuing Education