



MAURA HEALEY  
GOVERNOR

KIM DRISCOLL  
LIEUTENANT GOVERNOR

YVONNE HAO  
SECRETARY, EXECUTIVE OFFICE  
OF ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts  
Division of Occupational Licensure  
Office of Public Safety and Inspections  
1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

LAYLA R. D'EMILIA  
UNDERSECRETARY, CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

SARAH R. WILKINSON  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

STATE BOARD OF BUILDING REGULATIONS  
AND STANDARDS BUILDING OFFICIAL  
CERTIFICATION COMMITTEE

The Building Official Certification Committee meeting will be held **Tuesday March 5, 2024 @ 9:15 a.m.**

Location: 49 Lexington Street  
Costin Meeting Room  
Framingham MA, 01702

**Hybrid Meeting**

The meeting was called to order at 9:15 AM

Roll Call

a. Michael Giampietro, Chair, Member at Large	X present	<input type="checkbox"/> absent
b. John Naff, Vice Chair, Member at Large	X present	<input type="checkbox"/> absent
c. David Fuller, MBCIA	X present	<input type="checkbox"/> absent
d. Michael Clancy, SEMBOA	X present	<input type="checkbox"/> absent
e. Henry Fontaine, MetroWest	X present	<input type="checkbox"/> absent
f. Andrew Bobola, BBRS Representative	X present	<input type="checkbox"/> absent
g. VACANT, BOWM	<input type="checkbox"/> present	X absent
h. Kevin Ross, Member at Large	X present	<input type="checkbox"/> absent
i. Jeff Richards, Member at Large	<input type="checkbox"/> present	X absent
j. Kevin Sweet, MMA Representative	<input type="checkbox"/> present	X absent
k. VACANT, Member of Academia	<input type="checkbox"/> present	X absent

- 1) **Review/Vote** Meeting Minutes for February 6, 2024  
Andrew Bobola made a motion to approve the meeting minutes for February 6, 2024. Kevin Ross seconded the motion. The motion passed unanimously.
- 2) **Discuss/Vote** CEUs for Building Officials  
The subcommittee inquired of staff the process for updating missing CEU credits on the website, staff advised Building Officials should submit a completed Form C located on the BOCC website to the [bocc-ma@mass.gov](mailto:bocc-ma@mass.gov) email.
- 3) **Review/Discuss** Executive Director Report
  - a) Onboarding  
Acting Executive Director Andrew Bridges informed the subcommittee that there is a scheduled onboarding 7-week program set for begin in April 2024. The



agency has had 2 onboardings a year since 2022 and this is intended to continue that frequency in 2024.

b) **Meeting Locations**

The subcommittee reviewed locations for future BOCC meetings across the state. Meetings will continue to occur on the first Tuesday of each month, with the specific address of each physical meeting to be announced with the posting of each month's agenda according to the Open Meeting Law

c) **BOCC Vacancies**

The BOCC agreed to have a letter written to address Mr. Richards, a BOCC Member at Large, for a lack of attendance at BOCC meetings since his appointment to the subcommittee. An additional vacancy for the BOWM was discussed further, and Mr. Peterson, an attendee at the meeting indicated he was attending not to participate, but to view the BOCC meeting process as he was recommended to fill the vacancy. BOWM was advised to send a letter of endorsement for Mr. Peterson to be approved to the BOCC by the BBRS.

4) **Hearing re: BOCC-02-2024 – Mushinsky**

David Fuller made a motion to approve the examination approval packet for Mushinsky. John Naff seconded. The motion passed unanimously.

5) **Hearing re: BOCC-03-2024 – Ward**

As Ms. Ward is no longer employed by the town as a conditional building official, The appeal for an extension of time request is no longer necessary and the subcommittee took no formal action. Ms. Ward was advised to continue testing to become a building official at her own pace as there is no longer a deadline to complete them.

6) **Application for Certification Packets:**

a) **Hazem Hamdan**

Kevin Ross made a motion to approve the application for certification for Hazem Hamdan. Micheal Clancy seconded the motion. The motion passed unanimously.

b) **Jason Granai**

John Naff made a motion to approve the application for certification for Jason Granai. Kevin Ross seconded the motion. The motion passed unanimously.

7) **Examination Approval Packets:**

a) **Brian Mitchell**

John Naff made a motion to approve the examination approval packet for Brian Mitchell. Kevin Ross seconded the motion. The motion passed unanimously.

b) **Chris Medeiros**

David Fuller made a motion to approve the examination approval packet for Chris Medeiros. Andrew Bobola seconded the motion. The motion passed unanimously.

c) **Eric Byrne**

John Naff made a motion to approve the examination approval packet for Eric Byrne. Michael Clancy seconded the motion. The motion passed unanimously.

d) **Eric Fila**

John Naff made a motion to deny the examination approval packet for Eric Fila due to a lack of experience. David Fuller seconded the motion. The motion passed unanimously.

e) **Eric Salmi**

Andrew Bobola made a motion to deny the examination approval packet for Eric Salmi due to an incomplete application and a lack of experience. John Naff seconded the motion. The motion passed unanimously.

f) **Kevin Tomaso**

John Naff made a motion to approve the examination approval packet for Kevin Tomaso. Kevin Ross seconded the motion. The motion passed unanimously.

g) **Marcus Silva**

John Naff made a motion to approve the examination approval packet for Marcus Silva. Kevin Ross seconded the motion. The motion passed unanimously.

h) Matthew Plotkin

Kevin Ross made a motion to deny the examination approval packet for Matthew Plotkin due to a lack of experience. Michael Clancy seconded the motion. The motion passed unanimously.

i) Michael Leis

John Naff made a motion to approve the examination approval packet for Michael Leis. Andrew Bobola seconded the motion. The motion passed unanimously.

j) Paul Muscatiello

John Naff made a motion to approve the examination approval packet for Paul Muscatiello. David Fuller seconded the motion. The motion passed unanimously.

k) Peter Chrzanowski

John Naff made a motion to deny the examination approval packet for Peter Chrzanowski due to a lack of experience. Kevin Ross seconded the motion. The motion passed unanimously.

l) Robert Vicari

John Naff made a motion to table the examination approval packet for Robert Vicari for additional information regarding records of employment, testing, and any forms related to having been sent to the BOCC and appearing before the BOCC. Michael Clancy seconded the motion. The motion passed unanimously.

m) Scott Simon

John Naff made a motion to approve the examination approval packet for Scott Simon. Kevin Ross seconded the motion. The motion passed unanimously.

n) Sean Regnier

John Naff made a motion to deny the examination approval packet for Sean Regnier due to a lack of experience. Michael Clancy seconded the motion. The motion passed unanimously.

#### **8) Extension of Time Requests**

a) Frederick Heim

John Naff made a motion to approve the extension of time request for Frederick Heim for his first extension for 6 months to August 9th. Andrew Bobola seconded the motion. The motion passed unanimously.

b) Sean O'Malley

David Fuller made a motion to table the extension of time request for Sean O'Malley pending an appearance before the subcommittee to supply additional information. Michael Clancy seconded the motion. The motion passed unanimously.

#### **9) New Employee Report Form**

a) Jason Shinlinsky

John Naff made a motion to acknowledge the new employee report form for XX for a conditional inspector of buildings. Kevin Ross seconded the motion. The motion passed unanimously.

b) Scott Bliss

John Naff made a motion to acknowledge the new employee report form for Scott Bliss. David Fuller seconded the motion. The motion passed unanimously.

#### **10) Retirement Notice**

a) Timothy Neyhart

The BOCC acknowledged the retirement notice from Mr. Neyhart, and staff will send a letter thanking him for his time as a building official.

#### **11) Applications for Continuing Education**

a) Form A

Barnstable

Braintree

District 5 and 11

Haverhill City Hall  
Haverhill District List  
MassSave  
Medway  
SEMBOA  
Tisbury

Andrew Bobola made a motion to acknowledge the Form As. Kevin Ross seconded the motion. The motion passed unanimously. Michael Clancy was absent for this vote.

b) Form B

Andrew Lewis  
Bradley Scott  
Bryan Gorman  
George Shaw  
George Stuart - duplicate  
James Perry - less one hour  
James Plouffe - less six hours  
Jeff Morash- less 5 hours  
Jeffrey Putnam  
John Jennings  
Joseph Braga - Tabled  
Joseph Lipoma  
Joseph Sansoucy  
Matthew Rossi  
Patty Sheehan  
Peter Killelea  
Reade Milne - 1 hours total  
Scott Barbato  
Shukhrat Aziev

Kevin Ross made a motion to approve the Form Bs as edited. John Naff seconded the motion. The motion passed unanimously.

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

John Naff made a motion to accept the application for Joseph Piveiro and the Form A's for District 12 and BOWM as submitted. Kevin Ross seconded the motion. The motion passed unanimously.

- a) BOCC next meeting date March 5, 2023
- b) Adjournment

Andrew Bobola made a motion to adjourn the meeting. John Naff seconded the motion. The motion passed unanimously.

11:38 AM adjournment