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

September 2, 2025, from 9am to 1pm
Norfolk Municipal Emergency Communication Center
14 Sharon Ave
Norfolk, MA 02056

Microsoft Teams

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Meeting ID: 294 408 223 505

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Meeting Minutes:

Meeting called to order at 9:05 AM

Roll Call

a. Michael Giampietro, Chair, Member at Large	<input type="checkbox"/> present <input checked="" 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 type="checkbox"/> present <input checked="" 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 type="checkbox"/> present <input checked="" type="checkbox"/> absent
k. VACANT, Member of Academia	<input type="checkbox"/> present <input checked="" type="checkbox"/> absent

1) Review/Vote Meeting Minutes for August 3, 2025

Mark Robidoux made a motion to approve the meeting minutes from August 5, 2025, as amended, seconded by Dave Fuller. A roll call vote was held and passed unanimously.

2) Review/Discuss Executive Director Report



Executive Director Tammy Gropman thanked the Building Officials for being on time with sending in extension of time requests. She also mentioned the Fall Onboarding that will take place and invited Ross Seavey to speak on this. He reported that an email with registration information will be sent out to the distribution today. Dates are Monday October 20, 27, Friday, October 31, Nov 7, 14 and final class with exam Wednesday, November 14, 2025. Be sure to act quickly on this as the class does fill up. He also reported the new Education director will begin next Monday.

3) Review/Discuss Board Counsel Report

Senior Board Counsel Charles Kilb thanked the Board on their hard work on the issue of expiration of Building Officials and on a reinstatement process.

4) Hearings

- a) Ferreira, Phillip BOCC 7- 2025 Appeal for August 2025 meeting - denial of exam approval
Phillip Ferreira's exam approval application was denied at the August 2025 meeting, and he exercised his right to an appeal. Mr. Ferreira provided additional background information about his employment and experience. Questions were asked by the board relating to his experience with construction supervision.
Andy Bobola made a motion to approve Phillip Ferreira's examination request.
Mark Robidoux seconded this motion.
A roll call vote was held and the motion passed by majority vote:

Yes – John Naff, Michael Clancy, Henry Fontaine, Andrew Bobola, Kevin Ross, Mark Robidoux

No – None

Abstain – David Fuller

- b) Smith, Kenneth BOCC 8- 2025 Appeal for August 2025 meeting - denial of exam approval
Kenneth Smith exam approval application was denied at the August 2025 meeting, and he exercised his right to an appeal. Mr. Smith provided additional background information about his employment and experience. There was discussion about his experience with maintenance and upkeep of buildings yet not with construction. Questions were asked by the board relating to his experience with construction supervision and building experience. Mr. Smith noted he did not have five years of experience overseeing construction but has been around construction a very long time. David Fuller made a motion to approve Kenneth Smith's examination request. There was no second.
John Naff made a motion to take this under advisement to review later in closed session.
Andy Bobola seconded this motion.
A roll call vote was held and the motion passed by unanimously.

5) Examination Approval Packets

- a) Andrews, Santo
Kevin Ross made a motion to deny Santo Andrews based upon lack of five years supervisor experience; Andy Bobola seconded this motion. A roll call was held and the motion passed unanimously.
- b) Boyajian, William
John Naff made a motion to approve William Boyajian; Michael Clancy seconded this motion. A roll call was held and the motion passed unanimously.
- c) Brasier, Eric

Kevin Ross made a motion to approve Eric Brasier; John Naff seconded this motion. A roll call was held and the motion passed unanimously.

d) Cavanaugh, Brian

John Naff made a motion to approve Brian Cavanaugh; Andy Bobola seconded this motion. A roll call was held and the motion passed unanimously

e) Colburn, Lucas (tabled from June and August 2025)

David Fuller made a motion to table for more information, Michael Clancy seconded this motion. A roll call vote was held and the motion passed by majority vote:

- a. Yes – David Fuller, Michael Clancy, Henry Fontaine, Mark Robidoux
- b. No – John Naff, Andy Bobola, Kevin Ross

f) Currier, Joseph

David Fuller made a motion to approve Joseph Currier, seconded by Kevin Ross. A roll call vote was held and passed unanimously.

g) Freitas, Christopher

David Fuller made a motion to deny based on lack of five years supervisor of supervisor experience; this was then retracted.

David Fuller made a motion to approve Christopher Freitas; Michael Clancy seconded this motion. A roll call vote was held and passed unanimously.

h) Gould Jr, Richard O

Andy Bobola made a motion to approve Richard Gould Jr.; Kevin Ross seconded this motion. A roll call was held and passed unanimously.

i) Holmes, Scott

Kevin Ross made a motion to deny Scott Holmes based upon a lack of five years of supervisor experience, seconded by Michael Clancy. A roll call vote was held and passed unanimously.

Mr. Holmes was in attendance and answered questions from the BOCC relating to his construction experience with direct supervision in construction projects and residential construction other than commercial score boards.

j) Kortenhoeven, Eric

John Naff made a motion to deny Eric Kortenhoeven based upon lack of five years of supervisor experience; Andy Bobola seconded this motion. A roll call vote was held and passed unanimously

k) Mariak, Rastislav

David Fuller made a motion to approve Rastislav Mariak, seconded by Kevin Ross. A roll call vote was held and passed unanimously.

l) Nestor, James W

Kevin Ross made a motion to approve James Nestor, seconded by Michael Clancy. A roll call vote was held and passed unanimously.

m) Snyder, Gregory S

John Naff made a motion to approve Gregory Snyder, seconded by Andy Bobola. A roll call vote was held and passed unanimously.

n) Tucci, Jeffrey

Kevin Ross made a motion to approve Jeffrey Tucci, seconded by David Fuller. A roll call vote was held and passed unanimously.

6) Application for Certification Packets

a) McCormick, J Cameron: item heard with exam approvals as it was incorrectly filed.

Mark Robidoux made a motion to approve pending copies of degrees, seconded by Andy Bobola. A roll call vote was held and passed unanimously.

b) Morel, Dennis

Kevin Ross made a motion to approve Dennis Morel as MCBO, seconded by David Fuller. A roll call vote was held and passed unanimously.

7) New Employee Report Form

a) Baldacci, Richard*

b) Congro, Basil*

- c) Frederickson, Tyler*
- d) Freitas, Christopher*
- e) Hutchings, Keith*
- f) O'Neil, Richard*
- g) Pavia, Julie*
- h) Pickering, Kevin*
- i) Post, Justin*
- j) Spinucci, Michael* - noted he will need to apply for exams
- k) Varner, Michael

John Naff made a motion to not acknowledge the NERF of Michael Varner and to send a letter, seconded by Mike Clancy. A roll call vote was held and passed unanimously.

- l) White, Michael*

*Kevin Ross made a motion to approve all starred NERF's, seconded by John Naff. A roll call vote was held and passed unanimously.

8) Extension of Time Request

- a) Anderson, David

Andy Bobola made a motion to approve the 2nd six-month extension for David Anderson, seconded by Michael Clancy. This was rescinded after a discussion on his prior extension dates. The first request should have been granted to expire 4/23/25, the second to 10/23/25 and now the third and final will be granted to expire 10/23/26. Andy Bobola made a motion to approve the 3rd and final 1 year extension to David Anderson, seconded by Michael Clancy. A roll call vote was held and passed unanimously.

- b) Antonelli, Daniel

Kevin Ross made a motion to approve the 1st extension of six months for Daniel Antonelli, seconded by Andy Bobola. A roll call vote was held and passed unanimously. His new expiration date will be 3/9/26.

- c) Bazarian, Stephen

David Fuller made a motion to approve the 2nd six-month extension for Stephen Bazarian, seconded by Michael Clancy. A roll call vote was held and passed unanimously. His new expiration date will be 3/18/26.

- d) LoCoco, Joseph

John Naff made a motion to approve the 3rd and final one-year extension for Joseph LoCoco, seconded by Andrew Bobola. A roll call vote was held and passed unanimously. His new expiration date will be 10/16/26.

- e) Muscatiello, Paul

John Naff made a motion to approve the 2nd 6-month extension to Paul Muscatiello, seconded by Kevin Ross. A roll call vote was held and passed unanimously. His new expiration date will be 1/2/26. It was noted he is active currently in the system to 10/1/25 yet this will be updated.

- f) Pereira De Oliveira, Marcos

Mark Robidoux made a motion to approve the 2nd 6-month extension to Marcos Pereira De Oliveira, seconded by John Naff. A roll call vote was held and passed by majority vote. His new expiration date will be 1/22/26.

Yes – John Naff, Michael Clancy, Henry Fontaine, Andy Bobola, Kevin Ross, Mark Robidoux

No – None

Abstention – David Fuller

- g) Silva, Marcus

Andy Bobola made a motion to approve the 1st extension of six months for Marcus Silva, seconded by Michael Clancy. A roll call vote was held and passed unanimously. His new expiration date will be 3/30/26.

- h) Sullivan, Michael J

John Naff made a motion to approve the 2nd six-month extension to Michael J Sullivan, seconded by Kevin Ross. A roll call vote was held and passed unanimously. His new expiration date will be 2/26/26.

i) Vicari, Robert

Andy Bobola made a motion to approve the 1st extension of six months for Robert Vicari, seconded by Kevin Ross. A roll call vote was held and passed unanimously. His new expiration date will be 4/22/26.

9) Applications For Continuing Education

Form A

a) Current

- i) 10th edition updates and short-term rentals
- ii) 7_30_2025 C5.1 Attendee report OPSI
- iii) 7_30_2025 R5.0 Attendee Report OPSI
- iv) 7-16-25 Floodplain Administrator Basics
- v) 7-30-2025 District 3 and 4
- vi) 8_12_2025 C9.1 Attendee Report OPSI
- vii) 8_12_2025 C9.2 Attendee Report OPSI
- viii) 8_14_2025 C9.3 Attendee Report OPSI
- ix) 8_14_2025 C9.4 Attendee Report OPSI
- x) 8_4_2025 R6.0 Attendee Report
- xi) August 13 2025 SEMBOA – State report
- xii) Braintree – Local inspector meeting August
- xiii) District 7 Training sign in sheet 10th edition updates
- xiv) District meeting sign in 8.21.25
- xv) Form A – state inspectors monthly meeting – Aug 2025
- xvi) Stown Hall 25081111590

John Naff made a motion to approve Form A submissions seconded by Kevin Ross. A roll call vote was held and the motion passed unanimously.

Form B

a) Current

- a. Arguedas, Abel – 2 hours approved
- b. Bashista, Mark - 3 hours approved
- c. Bazarian, Stephen - 2 hours approved
- d. Clemente, Christopher - 1 hour approved
- e. Frederickson, Steven - 1 hour approved
- f. Jones, Robbin - 10.5 hours approved
- g. Mavrelis, Andrew - 0 hours approved
- h. Orlando, Paul - 1.5 hours approved
- i. Quinn, Thomas - 4 hours approved
- j. Sinibaldi, Robert - 0 hours approved
- k. Speroni, Robert - 1 hour approved
- l. Tomaso, Kevin - 1 approved
- m. Walsh, Dan - 5 hours approved
- n. Whitman Tony – 1 hour approved

b) Delegation - Joseph Summers

Board discussed, no materials in packet.

Kevin Ross made a motion to approve Form Bs with edits, seconded by Michael Clancy. A roll call vote was conducted and the motion passed unanimously.

10) Discuss Proposed Changes to 780 CMR R7

Board Counsel Charles Kilb indicated that the BBRS has delegated to the BOCC review of R7, however, it is still being determined whether or not this will be part of the Governor's

Massachusetts Means Business initiative. Once finalized, he will have a draft for committee review.

11) Course Review and Approval

A motion to approve the PSD courses was made by Andy Bobola, seconded by Kevin Ross. A roll call vote was held and passed unanimously.

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

John Naff questioned requirements of CSL approval process. Ross Seavey explained CSL process with vendor. No other discussions were held.

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

14) Quasi-Judicial – CLOSED per M.G.L. c. 30A, §, 18.(d) – none

This matter was held in a closed session. For purposes of record keeping the Committee discussed BOCC 8-2025.

15) Adjournment

Kevin Ross made a motion to close the public hearing, enter Investigatory Conference and to immediately adjourn thereafter without returning to the public meeting, seconded by John Naff. A roll call vote was conducted, the motion passed unanimously. Meeting adjourned at 11:12 AM.

Items Relied Upon

Agenda

Draft Minutes

Applications for certification and examination

New Employee Report forms

Continuing Education requests