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Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Virtual
September 1, 2020 9:00 a.m.

Meeting called to order by the Chairman at 9:09 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*
Andrew Bobola - *Member At Large, Mattapoisett*
Michael Clancy - *Southeastern Building Official's Association, Hingham*
Jeffrey Clemons - *Building Officials of Western Massachusetts Member, Pittsfield*
John Naff - *Member At Large, Wrentham*
Roger Fuller - *Massachusetts Municipal Association Representative*
David Lenzie - *Member from Academia*

Committee members absent

Michael Giampietro - *Member At Large, Millis*
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
Bonnie Weeks - *Member At Large, Palmer*

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 the minutes from the BOCC meeting on August 4, 2020; MOTION to approve the minutes was made by **Robert Speroni**, and seconded by **David Lenzie**.
3. **Application for Certification Packets**
- On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Paul Creedon** (Town of Concord) 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-2077).
 - On a MOTION by Robert Speroni and seconded by Andrew Bobola it was unanimously VOTED to approve the application of **Vargas I. DaSilveira** (No Affiliation) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2226).



- c. On a MOTION by Michael Clancy and seconded by Roger Fuller it was unanimously VOTED to approve the application of **Jeffrey D. Hayes** (Town of Harvard) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2227).
- d. On a MOTION by Robert Speroni and seconded by John Naff it was unanimously VOTED to approve the application of **Patrick G. McCabe** (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-2228).
- e. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Syno Tell** (No Affiliation) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2229).

4. Examination Approval Packets

- a. On a MOTION by Roger Fuller and seconded by John Naff it was unanimously VOTED to grant the request of **Charles Brouillard** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Brouillard 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.
- b. On a MOTION by Michael Clancy and seconded by David Lenzie it was unanimously VOTED to grant the request of **Patrick G. Campbell** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Campbell 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.
- c. On a MOTION by David Lenzie and seconded by John Naff it was unanimously VOTED to grant the request of **Lemuel Lemes** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Lemes meets the minimum qualifications, based on experience, 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 Roger Fuller it was unanimously VOTED to grant the request of **Daniel M. Shipp** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Shipp meets the minimum qualifications, based on experience, 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 Robert Speroni and seconded by David Lenzie it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Eric Chartrand** newly appointed to the position of **Building Commissioner** for the Town of Townsend on August 2, 2020. *NERF signed by Chair.*
- b. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **John J. Clancy** newly appointed to the position of **Building Commissioner** for the Town of Burlington on August 17, 2020. *NERF signed by Town Administrator-CAO.*
- c. On a MOTION by David Lenzie and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Thomas Doerr** appointed to the position of **Local Inspector** for the Town of Berlin. Appointed, not yet certified, on March 4, 2019. Twelve-month grace period expires March 31, 2020. *NERF signed by Chair.*
- d. On a MOTION by David Lenzie and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Roger Ennis** newly appointed to the position of **Local Inspector** for the Town of Marblehead on August 12, 2020. *NERF signed by Chair.*
- e. On a MOTION by John Naff and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Don W. Fitzgerald** newly appointed to the position of **Local Inspector** for the Town of Lenox on August 1, 2020. *NERF signed by Town Manager - CAO.*

- f. On a MOTION by Robert Speroni and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Alexandre Flores** appointed to the position of **Local Inspector** for the Town of Ayer. Appointed, not yet certified, on July 14, 2020. Twelve-month grace period expires July 30, 2021. *NERF signed by Town Manager - CAO*
- g. On a MOTION by David Lenzie and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Rick Germano** newly appointed to the position of **Local Inspector** for the Town of Hubbardston on April 1, 2020. *NERF signed by Town Manager - CAO.*
- h. On a MOTION by Michael Clancy and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jason Harris** appointed to the position of **Local Inspector** for the Town of Hull. Appointed, not yet certified, September 9, 2019. Twelve-month grace period expires September 30, 2020. *NERF signed by Town Manager - CAO.*
- i. On a MOTION by John Naff and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jeffrey Hayes** newly appointed to the position of **Local Inspector** for the Town of Harvard on May 4, 2020. *NERF signed by Town Administrator - OK*
- j. On a MOTION by Robert Speroni and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Roland Jean** newly appointed to the position of **Building Commissioner** for the Town of Hubbardston on April 1, 2020. *NERF signed by Town Administrator - CAO.*
- k. On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Michael Julian** appointed to the position of **Local Inspector** for the Town of Southbridge. Appointed, not yet certified, on October 21, 2019. Twelve-month grace period expires October 31, 2020. *NERF signed by Town Manager - CAO.*
- l. On a MOTION by Roger Fuller and seconded by David Lenzie it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Max Kasper** newly appointed to the position of **Local Inspector** for the Town of Nahant on April 25, 2020. *NERF signed by Town Administrator - CAO.*
- m. On a MOTION by David Lenzie and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Ronald Laurin** newly appointed to the position of **Building Commissioner** for the Town of Southampton. Appointed, not yet certified, on August 1, 2020. Eighteen-month grace period expires February 28, 2022. *NERF signed by Chairperson.*
- n. On a MOTION by Robert Speroni and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Kevin Loughlin** appointed to the position of **Local Inspector** for the Town of Southampton. Appointed, not yet certified, on January 13, 2020. Twelve-month grace period expires January 31, 2021. *NERF signed by Town manager - CAO.*
- o. On a MOTION by David Lenzie and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Robert Scott** newly appointed to the position of **Local Inspector** for the Town of Marblehead on August 1, 2020. *NERF signed by Chair.*
- p. On a MOTION by John Naff and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **James Plouffe** appointed to the position of **Building Commissioner** for the City of Brockton on November 20, 2019. *NERF signed by Mayor.*
- q. On a MOTION by Jeff Clemons and seconded by Roger Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Thomas Quinlan** newly appointed to the position of **Building Commissioner** for the Town of Hadley on May 4, 2020. *NERF signed by Chair.*
- r. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Angelo Salamone** appointed to the position of **Building Commissioner** for the Town of Wenham and Town of Hamilton. Appointed, not yet certified, on September 17, 2019. Eighteen-month grace period expires March 31, 2021 *NERF signed by Chair.* Intermunicipal Agreement received.
- s. On a MOTION by Robert Speroni and seconded by Andrew Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **F. Davis Walters** appointed to the position of **Local Inspector** for the Town of Orleans. Appointed, not yet certified, on March 11, 2019. Twelve -month grace period expires March 31, 2020. *NERF signed by Town Administrator – OK.*

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.

- a. On a MOTION by David Lenzie and seconded by John Naff it was unanimously VOTED to grant the request of **Tom Doerr (Town of Berlin)** for a first extension of time to become certified as a local inspector. Due to COVID 19, said extension shall expire September 30, 2021.

7. Hearings

None

8. Review Application for Continuing Education

Members present reviewed the continuing education submitted; MOTION to approve, as amended, was made by Jeff Clemons and seconded by John Naff. The vote was unanimous with one exception shown below.

Name	Date	Course Description	CEU's	Cat	Course No.
Gene Novak	June 18, 2020	Time Management: Working from Home - online through LinkedIn	1.0	2	C-3480
	August 11, 2020	Building Confidence: Trust in Your Dampers, Fire and Smoke Protection offered by UL Webinars	1.0	1	C-3482
Gene Novak Bill Thornton	August 13, 2020	Introduction to Mass Timber Products (DES620) AM Session ICC# 23578	1.5	1	C-3481
Peter Blanchette	August 7, 2020	ICC - 2018 Plan Review Institute ICC#21625 Vote YES: 2 - NO: 5	0		IC-337
Paul Murphy	August 10, 2020	Polymer Trims and Mouldings Deliver on Style, Beauty and Durability offers by HanleyWood University	1.0	1	C-3483
Eric Carlson	July 30, 2020	Flood Resistant Construction Standards of the State Building Code / R322 IRC Section 1612 of IBC	1.5	1	C-3484
	August 6, 2020	Documentation Requirements of the State Building Code for Flood Resistant Construction / R322 IRC Section 1612 of IBC	1.5	1	C-3485
Patrick Sands	July 29, 2020	Confined Space Awareness on-line offered by DFS	3.0	1	C-3486
Shannon Hulst	July 28, 2020	Elevation Certificate Training offered by Barnstable County	1.0	1	C-3487
Patrick Finn	Feb 27-28, 2020	Concrete Inspector Re-Certification offered by NorthEast Transportation Training and Certification Program	10.0	1	C-3488
	August 13, 2020	Mass DOT Digital Safety Training Tier 1 -2020	0		C-3489
	August 13, 2020	Mass Dot Identify the Source of Conflicts	0		C-3490
	June 13, 2020	Mass DOT Returning to Work Safely for Commonwealth Employees	0		C-3491
	November 5, 14-14, 2018	ACI Concrete Field Testing Technician - Grade 1	10.0	1	C-3492
Goran Smiljic	August 26, 2020	ICC - Fire & Life Safety Institute (Virtual) ICC# 11131	10.0	1	IC-338
District 4	August 12, 2020	Building Inspector Check List	3.0	1	D4-0820
District 5	August 5, 2020	Shrewsbury - Current Issues, Individual Problems, Reopening MA, Aluminum Decking, Mass Save	2.0	1	D5S-0820
District 5	August 5, 2020	Milford - Current Issues, Individual Problems, Reopening MA, Aluminum Decking, Mass Save	2.0	1	D5M-0820
MetroWest	July 14, 2020	2015 IMC Massachusetts Training and Education offered by Gary Gauthier, ICC	1.5	1	MW-0720
District 6	May 19, 2020	2015 ISPC Swimming Pools	2.0	1	D6-0520

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.
Robert deSousa	7/29/2020	Energy - Residential Air Barrier and Insulation Installation	1.0	1	C-3078*
	7/29/2020	Energy – Third Party Documentation & Does LEED = Code?	1.0	1	C-3125*
William Clougherty	7/7/2020	Truss Fundamentals offered on-line by Simpson Strong-Tie	2.0	1	C-2742*
Don Fitzgerald	7/19/2018	Prescriptive Residential Wood Deck Construction Guide (DCA6-2015 Version) AM (BCD306)	1.0	1	C-3052*
Ladislav Stucka	7/8/2020	Wood-Over-Podium Construction: Navigating Codes and Detailing Assemblies	1.0	1	C-3463*
Robert Garside	8/3/2020	Boring & Notching in Wood-Frame Const Simpson Strong-Tie ICC# 13482	1.0	1	C-2940*
	8/3/2020	Deck Inspection for New and Existing Construction offered on-line by Simpson Strong-Tie	1.0	1	C-3113*
Michael McAteer`	8/27/2020	Delegated Design: Effective Project Management for Designers by Simpson Strong Tie	1.0	1	C-3298*
	8/17/2020	Deck Inspection for New and Existing Construction offered by Simpson StrongTie	1.0	1	C-3113*
	8/24/2020	Code Requirements for Conventially Framed Roofs offered by Simpson Strong Tie	1.0	1	C-3297*
Eric Bazinet	3/12/2020	Soft Story Retrofit of Existing Buildings by Simpson StrongTie ICC #1025-3870	3.0	1	C-2390*
	3/6/2020	Code Requirements for Conventially Framed Roofs offered by Simpson Strong Tie	1.0	1	C-3297*

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: 800 certified building inspectors
 - o 474 Inspector of Buildings
 - o 326 Local
- * Active ONLY: 572 certified building inspectors
 - o 340 Inspector of Buildings
 - o 232 Local
 - o 48 Conditional local building inspectors
- * Qualifications Approved
 - o 646 individuals' qualifications have been approved to take the exams, not currently affiliated

b. After a long discussion whether the Committee should have a list of questions to be asked during hearings for individuals appealing the denial of their qualifications, Committee members decided to not have specific lists of general knowledge questions. Once the individual conveys their experience, Committee members will then be able to ask questions to clarify their qualifications and experience.