



Charles D. Baker
Governor

Karyn D. Polito
Lieutenant Governor

Daniel Bennett
Secretary

The Commonwealth of Massachusetts
Department of Public Safety
Board of Building Regulations and Standards
One Ashburton Place, Room 1301
Boston, Massachusetts 02108-1618

Phone (617) 727-3200 Fax (617) 227-1754

TTY (617) 727-0019

www.mass.gov/dps

Matt Carlin
Commissioner

Richard Crowley
Chairman

Thomas Perry
Vice Chairman

Robert Anderson
Administrator

Meeting Minutes

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

Sturbridge Public Safety
Sturbridge, MA
February 3, 2016 9:00 a.m.

Meeting called to order by the Chairman at 9:30 a.m. followed by roll call:

1. Roll Call

- | | | |
|--|---|--|
| a. Donald R. Torrico, Chairman -Building Officials of Western Massachusetts Member, Lee | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman -Southeastern Building Official's Association, Hingham | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeff Richards -Massachusetts Building Commissioner's Association, Weymouth | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Bonnie Weeks - Member At Large, Palmer | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Andrew Bobola - Member At Large, Mattapoissett | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Matthew Hakala - Member At Large, Westford | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller - Massachusetts Municipal Association Representative | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Peter McLaughlin - Member from Academia | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| i. Bill Horrocks - BBRS Representative | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS
Felix Zemel, DPS
Michael Brogan, Town of Norfolk
Robert Bullock, Town of Norfolk

- 2.** The minutes from the BOCC meeting on **January 6, 2016**, were reviewed by members present; **MOTION** to approve, as corrected, these minutes was made by **Michael Clancy**, seconded by **Richard Fuller**.

3. Application for Certification Packets

- a. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to approve the application of **Matthew Walsh** (Town of Norwood) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1932)

4. Examination Approval Packets

- a. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Joel Bedard** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Bedard 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 Roger Fuller it was unanimously **VOTED** to deny the request of **Brian Bitz** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Bitz' request was reviewed and tabled January 3, 2016 for additional information on supervisory experience in building construction or design. Mr. Bitz did not forward additional information to be reviewed.
- c. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Michael Brogan** (Town of Norfolk) for approval to take the required exams to become certified as a building code enforcement official. Mr. Brogan and Robert Bullock, Inspector of Buildings Town of Norfolk, provided verbal confirmation he meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- d. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Michael Craveiro** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Craveiro 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.
- e. On a **MOTION** by Andy Bobola and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Bryan Fabbri** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Fabbri 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.
- f. On a **MOTION** by Michael Clancy and seconded by Roger Fuller it was **VOTED** to grant the request of **Sean Flanigan** (No Affiliation), for approval to take the required exams to become certified as a building code enforcement official. Mr. Flanigan meets the minimum qualifications, based on education, 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. Bill Horrocks opposed.
- g. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to deny the request of **Peter A. Ianuzzi, Jr.** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The committee reviewed additional information provided by Mr. Ianuzzi and determined he does not show relevant direct supervision of building construction according to 780 CMR.
- h. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to table the request of **Thomas E. Lewis Jr.** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is seeking additional information on Mr. Lewis' years and relevant experience as owner of Baystate Building & Remodeling, Inc.
- i. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Ethan Lippitt** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Lippitt 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.

- j. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to table the request of **Sebastian Mroczka** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The committee is seeking additional information on his five years of supervisory experience in building construction or design.
- k. On a **MOTION** by Michael Clancy and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Joshua Webster** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Webster 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.
- l. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **John Willard** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Willard 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.

5. New Employee Report Form Packets

- a. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Richard Baldacci** newly appointed to the position of **Building Commissioner** on December 28, 2015 for the Town of Marblehead. *NERF signed by Chairman.*
- b. On a **MOTION** by Jeff Richards and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Raymond Chesley** newly appointed to the position of **Local Inspector** on December 8, 2015 for the Town of Dennis. *NERF signed by Chairman.*
- c. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Brenda Church** appointed to the position of **Inspector of Buildings** on December 3, 2014 for the Town of Florida. *NERF signed by Chair.*
- d. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jeff Clemons** appointed to the position of **Local Inspector** on January 4, 2016 for the Town of Lenox. *NERF signed by Town Manager who is the CEO.*
- e. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Leslie Godin** newly appointed to the position of **Inspector of Buildings** on January 4, 2016 for the Town of Georgetown. *NERF signed by Chairman.*
- f. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **William LePage** appointed to the position of **Local Inspector** on November 16, 2015 for the City of Springfield. *NERF signed by City Manager.* Bill Horrocks opposed.
- g. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **William McGrady** newly appointed to the position of **Inspector of Buildings** for the Town of Swansea. Appointed, April 11, 2015, not yet certified as an inspector of buildings. Eighteen month grace period expires October 31, 2016. *NERF signed by Chairman.*
- h. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Gerard Noël** newly appointed to the position **Inspector of Buildings** on January 4, 2016 for the Town of Boxborough. *NERF signed by Chairman.*
- i. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Nicholas Riccio** newly appointed to the position of **Building Commissioner** on December 28, 2015 for the Town of Wrentham. *NERF signed by Town Administrator who also appoints fire and police chiefs.* Andy Bobola and Bill Horrocks abstain.
- j. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Douglas Scott** newly appointed to the position of **Local Inspector** on January 8, 2016 for the City of Marlborough. *NERF signed by Mayor*
- k. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **Salvatore Votano** newly appointed to the position of **Local Inspector** for the Town of Holden. Appointed, November 2, 2015, not yet certified as a local inspector. Twelve month grace period expired November 30, 2016. *NERF signed by Town Manager.* Bill Horrocks opposed.

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Michael Clancy and seconded by Jeff Richards it was unanimously **VOTED** to deny the request of **Frank Obey (City of Lynn)** for a second extension of time to become certified as a local inspector.
- b. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Gary Pellitier (Town of Millis)** for a first extension of time to become certified a local inspector. Said extension shall expire July 31, 2016.
- c. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **John Morreale (City of Fitchburg)** for a first extension of time to become certified a local inspector. Said extension shall expire August 31, 2016.
- d. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to deny the request of **Socrates Sirafos (Town of Wellesley)** for a first extension of time to become certified as a local inspector. Mr. Sirafos is in violation of **R7.1.7.4 Conditional appointments ... 2. Within the first six months of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification.**

7. Hearings

- a. On a **MOTION** by Bill Horrocks and seconded by Jeff Richards it was unanimously voted to grant **Louis Cavagnaro (City of Revere)**, BOCC 1-2016, for approval to take the required exams to become certified as a building code enforcement official. After testimony from Mr. Cavagnaro and Benjamin DeChristoforo, Inspector of Buildings City of Revere, Mr. Cavagnaro 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.

On a **MOTION** by Jeff Richards and seconded by Bill Horrocks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Louis Cavagnaro** appointed to the position of **Local Inspector** for the City of Revere. Appointed, September 6, 2015, not yet certified as an inspector of buildings. Twelve month grace period expires September 30, 2016. On a **MOTION** by Bill Horrocks and seconded by Jeff Richards it was unanimously voted Mr. Cavagnaro six month requirement, **R7.1.7.4 Conditional appointments ... 2. Within the first six months of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification,** will be extended through August 31, 2016.

- b. On a **MOTION** by Andy Bobola and seconded by Bill Horrocks it was voted to grant **Kenneth Murphy (Town of Dennis)**, BOCC 3-2016, for approval to take the required exams to become certified as a building code enforcement official. After testimony from Mr. Murphy and Brian Florence, Building Commissioner Town of Dennis, Mr. Murphy 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.

On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Kenneth Murphy** appointed to the position of **Local Inspector** for the Town of Dennis. Appointed, October 6, 2015, not yet certified as an inspector of buildings. Twelve month grace period expires October 31, 2016. Mr. Murphy six month requirement, **R7.1.7.4 Conditional appointments ... 2. Within the first six months of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification,** will be extended through August 31, 2016.

- c. **Leif Hamnquist (No Affiliation)**, BOCC 4-2016, withdrew his request for approval to become certified as a building code enforcement official without prejudice. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to accept his request.

8. New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

- a. For Informational purposes:
There are currently 675 certified building inspectors -- 264 Local – 411 Inspector of Buildings
- b. Felix Zemel, DPS to discuss
 - Eliminating Building Codes and Standard Module (old Technology)
 - Inclusion of a Building Plan Review exam for local inspectors
 - Possible movement toward ICC-based exams, only
 - Discussion of the current status of the ICC equivalent of the Fire Protection – General Exam

- c. On a **MOTION** by Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to accept required local inspector exams (1A - Building One- and Two- Family Dwelling or B1 - Residential Building Inspectors *and* 1B - Building General or B2 - Commercial Building Inspector *and* 3B - Fire Protection General or F3 - Fire Plans Examiner) taken and passed through either track, NCPCCI - Prometric (1A, 1B, 3B) or ICC (B1, B2, F3).
- d. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously **VOTED** Donald Torrico as Chairman and Michael Clancy as Vice Chairman of the Building Official Certification Committee.
- e. On a **MOTION** by Jeff Richards and seconded by Bill Horrocks it was unanimously **VOTED** the Chairman of the BOCC will review Executive Meeting Sessions January and July of every year.

9. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve was made by Bill Horrocks and seconded by Jeff Richards. MOTION passed by unanimous vote.

| Name | Date | Course Description | CEU's | Cat | Course Number |
|------------------|--------------|---|-------|-----|---------------|
| Thomas Gatzunis | 12/7-15/2015 | MCPPOP - Certification for School Project Designers and Owner's Project Manager | 10.0 | 1 | C-2290* |
| Matthias Mulvey | 12/10/2015 | Hazard Mitigation Implementation webinar offered by American Planning Association | 1.0 | 1 | C-2681 |
| | 1/12/2016 | Assessing Steel Pipeline and Weld Susceptibility to Hydrogen Embrittlement - Webinar offered by Office of Energy Efficiency & /Renewable Energy | 1.0 | 2 | C-2687 |
| District 14 West | 12/10/15 | NFPA-13 | 2.0 | 1 | D14w-1215 |
| District 14 | 12/8/2015 | Training Needs for the Future | 2.0 | 2 | D14-1215 |
| | 1/26/2016 | HIC Review with Michael Morales, Office of Consumer Affairs | 2.0 | 1 | D14-0116 |
| District 1 | 10/22/2015 | Fire Separation. R-3 Use Groups | 2.0 | 1 | D1-1215 |
| District 11 | 1/5/2016 | On-Line Permitting | 1.0 | 2 | D11-0116 |
| Laurie Livoli | 1/8/2016 | Designing for Fire Protection - on-line | 1.0 | 2 | C-2682 |
| Keith Fox | 1/6/2016 | Inspection of Residential Photo Voltaic Systems On-Line course offered by Interstate Renewable Energy Council | 6.0 | 2 | C-2683 |
| | 1/7/2016 | Deck Building 102 - Advanced Course On-Line offered by Simpson StrongTie | 1.0 | 2 | C-2454* |
| | 1/8/2016 | Designing Adhered Masonry Veneer On-Line | 1.0 | 2 | C-2684 |
| James Taylor | 1/12/2016 | Soil and Foundations: 2012 IBC offered through CT | 3.0 | 1 | C-2685 |
| | 1/21/2016 | 2012 IBC Exit Systems & Accessible MOE offered through CT | 6.0 | 1 | C-2686 |
| Wayne Wilson | 1/5/2016 | 12 Hour CSL CEU - At Your Pace CS-011000 | 10.0 | 1 | C-2233* |
| SEMBOA | 1/13/2016 | Pre-Existing Non-Conforming & General Zoning Discussion | 2.5 | 1 | SE-0116 |
| MetroWest | 1/19/2016 | Firestop Inspection & Education | 2.0 | 1 | MW-0116 |
| District 13 | 1/26/2016 | Locking Arrangements in Memory Care Facility's | 2.5 | 1 | D13-0116 |
| Mike Perkins | 5/29/2015 | MA - Residential Energy Code - HVAC and Indoor Air Quality | 3.0 | 1 | C-2488* |
| District 5/6 | 1/27/2016 | Districts 5 & 6 HVAC Residential with Instructor Harold Leaming | 3.0 | 1 | D5-0116 |
| Brian Bower | 3/26/2015 | Mass DEP UST/Stage 1 Program Workshop Underground Storage Tanks (UST's) and Stage 1/11 Vapor Recovery Systems | 3.0 | 1 | C-2688 |
| District 12 | 1/27/2016 | Code Change Proposals | 3.0 | 1 | D12-0116 |
| BOWM | 4/15/2015 | ICC Voting with Dottie Harris and Housing Court Procedures with Michael Doherty & Laura Fenn | 2.0 | 1 | WM-0415 |
| | 5/20/2015 | Zoning with Attorney Dubendarf | 2.0 | 1 | WM-0515 |
| | 6/17/2015 | 2012 Commercial Energy Code with MassSave | 2.0 | 1 | WM-0615 |
| | 7/16/2015 | Building Officials Review & Update of BOWM Bylaws | 1.0 | 2 | WM-0715 |
| | 8/19/2015 | 2009 IRC / 780 CEMR Amendments R-314 Smoke Alarms | 2.0 | 1 | WM-0815 |
| | 9/16/2015 | NFPA 211 Solid Fuel Appliances with Northeast Hearth Association (NEHPBA) | 2.0 | 1 | WM-0915 |
| | 10/21/2015 | Tour of Manufactured Structure Facility | 3.0 | 1 | WM-1015 |

| | | | | | |
|--|------------|--|-----|---|-----------------|
| | 11/18/2015 | Code Review: Proposed Changes to 9 th Edition | 2.0 | 1 | WM-1115 |
| | 12/16/2015 | Residential HVAC Systems / I-Codes | 2.0 | 1 | WM-12/15 |
| | 1/20/2016 | NFSA – Inspecting Sprinkler Protected Buildings | 7.0 | 1 | WM-0116 |

Next meeting scheduled for **March 2, 2016, Sturbridge Public Safety Building, Sturbridge, MA**