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**Brian Gale**  
Chairman

**Richard Crowley**  
Vice Chairman

**Robert Anderson**  
Administrator

**Meeting Minutes**

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

*Sturbridge Public Safety Building*  
*Sturbridge, MA*

*June 4, 2014 9:00 a.m.*

Meeting called to order by the Chairman at 9:20 a.m. followed by roll call:

1. Roll Call

a. Donald R. Torrico, Chairman	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
b. Michael Clancy, Vice Chairman	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
c. Jeff Richards	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
d. Bonnie Weeks	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
e. Andrew Bobola	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
f. Chris Clemente	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
g. Roger Fuller	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
h. Peter McLaughlin	<input type="checkbox"/> present	<input checked="" type="checkbox"/> absent
i. Bill Horrocks	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

**Guest Present:**

Kimberly Spencer, DPS  
Theodore Tetreault

NOTE: All 'nay' votes, abstentions and recusals by specific members are noted if a vote was not unanimous.

2. The minutes from the last meeting on **May 7, 2014**, were reviewed by members present; **MOTION to approve these minutes was made by Chris Clemente, seconded by Andrew Bobola.**

A. On May 13, 2014, at their regular meeting, the Board of Building Regulations and Standards approved the April 2, 2014 meeting minutes.

### 3. Application for Certification Packets

- a. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to approve the application **Robert Armstrong** (Town of Tewksbury) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1904)
- b. On a **MOTION** by Bonnie Weeks and seconded by Chris Clemente it was unanimously **VOTED** to approve the application for **Robert Legare** (Town of Hardwick) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1905)
- c. On a **MOTION** by Andy Bobola and seconded by Chris Clemente it was unanimously **VOTED** to approve the application for **Dana MacAllister** (No Affiliation) 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 and passed the requisite examinations. (BO-1906)
- d. On a **MOTION** by Chris Clemente and seconded by Bonnie Weeks it was unanimously **VOTED** to approve the application for **Anthony Paroline** (City of Westfield) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1907)
- e. On a **MOTION** by Chris Clemente and seconded by Michael Clancy it was unanimously **VOTED** to approve the application for **John Steup** (City of West Springfield) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1908)
- f. On a **MOTION** by Chris Clemente and seconded by Bonnie Weeks it was unanimously **VOTED** to approve the application for **Kristian White** (Town of Walpole) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3 and passed the requisite examinations. (BO-1909)

### 4. Examination Approval Packets

- a. On a **MOTION** by Chris Clemente and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **James Badera (Town of Chatham)** for approval to take the required exams to become certified as a building code enforcement official. Based on Mr. Badera's PE degree he 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 Chris Clemente it was **VOTED** to grant the request of **Edward Bayly, Jr. (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. On May 7, 2014 Mr. Bayly's qualifications were tabled for additional information. After reviewing the letter received from his employer indicating he has 14 years of supervisory experience in building construction Mr. Bayly 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. **Andy Bobola abstains**
- c. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Christopher William (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. William 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.
- d. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Jeffrey Lauzon (Town of Barnstable)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Lauzon meets the minimum qualifications set forth by the BBRS for said position of 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 Bill Horrocks and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Timothy Learned (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Learned 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 Bill Horrocks to DENY the request of **Joseph McDonough (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official did not receive a second. Bill Horrocks withdrew his motion. Discussion regarding Mr. McDonough's qualifications was had indicating from 1976 - 1980 was construction supervisor for over 100 homes and from 1980 - 1992 was construction supervisor and owner of his own business.

Based on this information a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Joseph McDonough (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. McDonough 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.

- g. On a **motion** by Chris Clemente and seconded by Andy Bobola it was **VOTED** to grant the request of **Mike Perkins (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Bill Horrocks opposed and stated Mr. Perkins is a Civil Engineer but the majority of his experience is in road work. On a **motion** by Andy Bobola and seconded by Michael Clancy it was unanimously voted to reconsider the previous motion. After much discussion was had Bill Horrocks stated his resume indicates 2013 - present he works for the DPW and while working for Whiting-Turner Contracting Company his projects included road and site work. Don Torrico stated he worked as a Field Engineer Superintendent for large mall and big box renovations. Andy Bobola questioned Mr. Perkins' terminology as *Level 1 and 2 Superintendent, Senior Field Engineer* and *Field Engineer*; are these direct supervision positions? If so, what was he supervising? Don Torrico states Mr. Perkins has a possible 7 years experience working on mall renovations, Target store remodel and hospital facility update projects from 2006 - 2011 but looking at the terminology used for his job titles is questionable. On a **motion** by Bill Horrocks and seconded by Chris Clemente to deny Mr. Perkins' qualifications the vote of 2 to 4 did not carry.

After a vote to deny failed, further discussion was had and a on a **MOTION** by Chris Clemente and seconded by Michael Clancy it was **VOTED** to **TABLE** the request of **Mike Perkins (No Affiliation)** for approval to take the required exams to become certified as a building enforcement official. The Committee has requested Mr. Perkins provide additional information on his direct building construction related supervisory experience. The information shall be received no later than June 26, 2014 for review on July 2, 2014. **Bill Horrocks and Don Torrico abstains**

- h. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Justin Smith (No Affiliation)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Smith 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.
- i. On a **MOTION** by Chris Clemente and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Earl Vater (Town of Bellingham)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Vater meets the minimum qualifications set forth by the BBRS for said position of 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 Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Joseph Atchue** newly appointed to the position of **Local Inspector** for the City of Worcester.
- b. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **James Badera** newly appointed to the position of **Local Inspector** for the Town of Chatham. Twelve month grace period expires **December 31, 2014. (BO-1910)**
- c. On a **MOTION** by Chris Clemente and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul Boucher** newly appointed to the position of **Building Commissioner** for the Town of Somerset.

- d. On a **MOTION** by Chris Clemente and seconded by Andy Bobola it was unanimously **VOTED** to DENY the *New Employee Report Form* of **David Gagne** appointed to the position of **Local Inspector** for the Town of Monroe. Mr. Gagne has not submitted the required *Examination Approval Form* for the Committee to review his qualifications.
  - e. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Frederick Lonardo** newly appointed to the position of **Building Commissioner** for the Town of Lexington.
  - f. On a **MOTION** by Bill Horrocks and seconded by Peter McLaughlin it was unanimously **VOTED** to DENY the *New Employee Report Form* of **Alan Noll** appointed to the position of **Local Inspector** for the Town of Nantucket. The *New Employee Report Form* was not properly signed by the Chairman of the Board who is typically the Appointing Authority in a town.
  - g. On a **MOTION** by Bonnie Weeks and seconded by Chris Clemente it was **VOTED** to acknowledge the *New Employee Report Form*, based on the information presented, of **David Pelletier** newly appointed to the position of **Inspector of Buildings** for the Town of Florida. **Don Torrico abstains**
  - h. On a **MOTION** by Bill Horrocks and seconded by Bonnie Weeks it was **VOTED** to DENY the *New Employee Report Form* of **Shaun Shanahan** appointed to the position of **Building Commissioner** for the City of Lowell. The *New Employee Report Form* was not properly signed by the Mayor who is typically the Appointing Authority in a city. **Chris Clemente opposed**
6. **Extension Requests to be Certified Packets**
- a. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **John Carchedi (City of Pittsfield)** for a first extension of time to become certified as an Local Inspector. Said extension shall expire March 31, 2015.
  - b. On a **MOTION** by Chris Clemente and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **John Gibney (City of Methuen)** for a first extension of time to become certified as a Building Commissioner. Said extension shall expire November 30, 2014. This request was reviewed and denied May 7, 2014 but the wrong date was provided by the clerk as to when Mr. Gibney completed the first exam, therefore, this request was revisited.
  - c. On a **MOTION** by Andy Bobola and Seconded by Michael Clancy to it was unanimously **VOTED** to grant the request of **Anne Howard (Town of Provincetown)** for a second extension of time to be certified as a Local Inspector. Said extension shall expire January 31, 2015.
  - d. On a **MOTION** by Andy Bobola and Seconded by Bill Horrocks it was unanimously **VOTED** to move the request of **Theodore Tetreault (Town of Webster / Wales)** for an extension of time to be certified as an Inspector of Buildings to the last agenda item.

Mr. Tetreault was present at the Certification Committee meeting and the Chairman invited Mr. Tetreault to speak. This request would be Mr. Tetreault's fourth extension request. He has completed and passed the Technology exam and is currently taking the Legal Management portion with no luck. He received a score of 71 on his last exam April 11, 2014. Because the exams are completed through the International Code Council (ICC), the ICC administrative rules and procedures state "*During any six (6) month period and for any one certification category, you may take the exam a total of two (2) times.*"

On a **MOTION** by Bill Horrocks and seconded by Bonnie Weeks it was unanimously **VOTED** to reopen the last Extension Request reviewed on December 11, 2013. Bill Horrocks referred to R7.1.7.4.5 does not say the Committee is required to only grant a 6 month extension. The Committee may grant any length of time for an extension. Because Mr. Tetreault is not able by the testing agency, ICC, to take the exam for another six months he should be granted a 12 month extension. Bonnie Weeks indicates he has taken the exam numerous times, as allowed by the ICC, is current with his continuing education hours and has completed a prep course offered by DPS.

After further discussion on a **MOTION** by Chris Clemente and Seconded by Andy Bobola it was **VOTED** to grant the request of **Theodore Tetreault** for a 12 month extension back dated from the previous review of December 11, 2013. This third extension shall expire December 31, 2014. **Bill Horrocks and Don Torrico opposed**

7. **Hearings** - None
8. **New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting**
  - a. Donald Robbins has requested to retire his Inspector of Buildings / Building Commissioner certification BO-0245.
  - b. Kenneth Lanzilli - needs to request an Extension of Time. On May 7, 2014 his NERF was acknowledged. Appointed 4/22/2013 - 12 months 4/30/2014. Letter sent indicating receipt of his NERF with dates he is required to be certified by. Within this letter he was required to submit an Extension Request by May 29, 2014, form was also included. Signed and returned, May 22, 2014, form demonstrating 'I have read and understand 780 CMR R7, the "Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors".'
  - On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously VOTED to have Mr. Lanzilli appear for a hearing before the Certification Committee. It is also requested by the Committee Paul Mochi, Building Commissioner for the City of Medford, also attend the hearing.
  - c. James Badera - review NERF, agenda item #5, and review Qualifications, agenda item #4

## 9. Review Application for Continuing Education

The continuing education submitted was reviewed by members present; **MOTION to approve was made by Bonnie Weeks and seconded by Michael Clancy. MOTION passed by unanimous vote.**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
Anne Howard	3/30/2014	12 Hour CSL CEU's	10.0	1	C-2233*
District 11(r)	5/6/2014	Mechanical Code	1.0	2	D11r-0514
District 12	4/30/2014	Illegal Apartments	3.0	1	D12-0414
	5/28/2014	Tier (I) Documents	3.0	1	D12-0514
Joseph Ferruzzi	5/6/2014	ADA for MPA Capital Programs Project Managers	2.0	1	C-2429
Keith Fox	4/25/2014	Tubular Daylighting Devices - OnLine	1.0	2	C-2436
	4/25/2014	Insulated Concrete Forms - OnLine	1.0	2	C-2437
	4/25/2014	Accessible Restrooms - OnLine	1.0	2	C-2438
	4/25/2014	Retrofitting from Heating Oil to Propane OnLine	1.0	2	C-2439
District 13	4/29/2014	Chapter 1, Chapter 9 NFPA 72-10	3.0	1	D13-0414
	5/27/2014	NFPA - 72 2010	3.0	1	D13-0514
MetroWest	5/13/2014	Update on Code Amendments & Plan Review Braced Walls	2.0	1	MW-0514
Richard Trifero	2/1/2014	FEMA Commissioning New Occupancies	10.0	1	C-2428*
District 6	4/30/2014	Tents, Temporary Structures	2.5	1	D6-0414
Stephen C. O'Neill Paul Healy	5/14/2014	2012 IFC Fire Protection Systems w/ Mass Amendments	6.0	1	C-2435*
Brian Bourque	2014	Instructor CS Pre-Licensing course	10.0	2	No #
	2014	Instructor CSL CEU course CS-1404 HIC Program	3.0	2	No #
	2014	Instructor CSL CEU course CS-1403 Lead Safe Renovations	3.0	2	No #
	2014	Instructor CSL CEU course CS-1402 Personal Safety on the Job	3.0	2	NO #
	2014	Instructor CSL CEU course CS-1400 - Understanding the Residential Energy Code	3.0	2	NO #
	2014	Instructor CSL CEU course CS-1401 Residential Life Safety Systems	3.0	2	NO #
Gene Novak	5/1/2014	Round Table discussion on Code Compliance Support Initiative Program 2012 IECC with CCSI	2.0	1	C-2430
James Taylor	5/15/2014	Engineered Piers & Deck Framing per 2009 IRC - CT	3.0	1	C-2120*
MFA (DFS)	5/12/2014	Senior Fire Officer Forum: Building Construction & Building Collapse	6.0	1	C-2440
Gene Novak	4/24/2014	2012 Edition - Significant Changes Webinar	1.0	1	C-2441
Peter DePesa	5/21/2014	Deep Energy Retrofit Workshop - Online	2.0	2	C-2442
BOWM	02/19/2014	CET Changes in 2012 IECC from 2009 IECC	2.0	1	WM-0214
	03/19/2014	Round Table Discussion	2.0	2	WM-0314
MBCIA	5/14/2014	2012 IFC Fire Protection Systems w/ MA Amendments	5.0	1	C-2435*
	5/29/2014	IRC Appendix J w/ MA Amendments - Existing Buildings & Structures	2.0	1	MB-0514
John Cardarelli	5/28/2014	Construction Mgmt Theory - WIT	10.0	1	C-2443
	5/28/2014	Construction Project Scheduling - WIT	10.0	1	C-2444
Paul Landers	10/19/2013	Real Estate & Property Development			
	9/3/2013	Principles of Facilities Management			
		Denied 3/5/2014 resubmitting for additional review - June 4, 2014 Committee members reviewed the additional information submitted and again awarded zero hours.			

Cheryl Odom	3/18/2014	Life Safety System Design for your Locality	4.0	1	<b>C-2416*</b>
Joseph Atchue	4/30/2014	Financing Construction Project - WIT	10.0	1	<b>C-2445</b>
	4/30/2014	Management Law - WIT	2.0	2	<b>C-2446</b>
	2012	Heavy Construction - WIT (CCEV 206)	5.0	2	<b>C-2447</b>
	2012	Economics - OnLine WIT (ECON 110)	5.0	2	<b>C2-448</b>
	2012	Writing Competency Assessment - WIT (ENGL 350)	5.0	2	<b>C-2449</b>
	2012	State & Appls - WIT (MATH 130)	5.0	2	<b>C-2450</b>
	2012	Financial Accounting - WIT (MGMT 390)	2.0	2	<b>C-2451</b>
	2012	Adv Estimating & Bid Analysis - WIT (CCEV 430)	5.0	2	<b>C-2452</b>
	2012	Concrete Analysis & Design _ WIT (CCEV 473)	10.0	1	<b>C-2453</b>
	2012	Indust. Organiz Pysch-HYB - WIT (PSYC 425)	0		
Shawn Kimberley	2014	Sprinkler System Plan Review - 2 days	10.0	1	<b>C-2454</b>
Richard Baldacci	1/17/2014	Legal / Management OnLine prep course	2.0	1	<b>C-954*</b>
	3/28/2014	Technology OnLine prep course	2.0	1	<b>C-954*</b>
Matthias Mulvey	2/20/2014	Firestop Contractors International Association "DIIM: Revisiting the "I and I"" Webinar	2.0	1	<b>C-2455</b>

Next meeting scheduled for **July 2, 2014, Sturbridge Public Safety Building, Sturbridge, MA**

#### Exhibit List

3. Review Applications for Certification
  - a. Application packet for Robert Armstrong
  - b. Application packet for Robert Legare
  - c. Application packet for Dana S. MacAllister
  - d. Application packet for Anthony Paroline
  - e. Application packet for John Steup
  - f. Application packet for Kristian White
4. Review Examination Approval
  - a. Application packet for Edward Bayly
  - b. Application packet for William Christopher
  - c. Application packet for Jeffrey Lauzon
  - d. Application packet for Timothy Learned
  - e. Application packet for Joseph T. McDonough, Jr.
  - f. Application packet for Mike Perkins
  - g. Application packet for Justin Smith
  - h. Application packet for Earl Vater
5. Review New Employee Report Forms
  - a. Application packet for Joseph Atchue
  - b. Application packet for Paul Boucher
  - c. Application packet for David Gagne
  - d. Application packet for Frederick Lonardo
  - e. Application packet for Alan Noll
  - f. Application packet for David J. Pelletier
  - g. Application packet for Shaun Shanahan

6. Review Request for Extension
  - a. Application packet for John Carchedi
  - b. Application packet for John Gibney
  - c. Application packet for Anne Howard
  - d. Application packet for Theodore Tetreault
7. Business / Additional Business / Other matters not reasonably anticipated 48 hours in advance of meeting
  - a. Letter received Donald Robbins request to resign BO-0245
  - b. Letter sent to Kenneth Lanzilli
8. Review Applications for Education Credit