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GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Office of Public Safety and Inspections**  
**Board of Building Regulations and Standards**  
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**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

**LAYLA R. D'EMILIA**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**Agenda**

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

*December 7, 2021 @ 9:30 a.m.*

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 857-327-9245, 647162981#](#) United States, Boston

Phone Conference ID: 647 162 981#

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Meeting called to order by the Chairman at \_\_\_\_\_ followed by roll call:

1. Roll Call

a. Bill Horrocks, Chairman, <i>BBRS Representative</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
b. John Naff, <i>Member At Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
c. Michael Giampietro, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
d. David Fuller, <i>MBCIA</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
e. Bonnie Weeks, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
f. Andrew Bobola, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
g. Michael Clancy, <i>SEMBOA</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
h. Jeffrey Clemons, <i>BOWM</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
i. Roger Fuller, <i>MMA Representative</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
j. Jennifer DeForge, <i>Member of Academia</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
k. Henry Fontaine, <i>MetroWest</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent

**Guest Present:**

Kimberly Spencer, Office of Public Safety and Inspections

2. Members present reviewed the minutes from the last meeting on November 2, 2021; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Bassett, Randall	No Affiliation	Local Inspector Quals approved 5/3/2021 0 CEU's OK <i>Copies of all exams have been received</i>	Motion	Second
b) Carter, Jeff	Town of Barnstable	Building Commissioner Local Certification 7/30/2019 82 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Johnson, David P.	No Affiliation	Local Inspector Quals approved 9/19/2018 0 CEU's OK <i>Copies of all exams have been received</i>	Motion	Second
d) Saaristo, Kevin	Town of Wellesley	Local Inspector Appointed 5/1/2017 Extension through 10/31/2020 93 CEU's <i>Copies of all exams have been received</i>	Motion	Second

<b>4. Examination Approval Packets</b> <i>(Copies of resumes provided today)</i>				
a) Bullock, Thomas	No Affiliation (Greenfield)	Qualifications Local and/or I of B	Motion	Second
b) Hagan, Edward	No Affiliation (Topsfield)	Qualifications Local and/or I of B	Motion	Second
c) Johnson, Jr., William T.	No Affiliation (Canton)	Qualifications Local and/or I of B	Motion	Second
d) Langlois, Glenn	No Affiliation (Tyngsboro)	Qualifications Local and/or I of B	Motion	Second
e) Monteiro, Dennis	Town of Hudson	Qualifications Local and/or I of B <i>Quals denied 11/2/2021</i>	Motion	Second

f) Pike, James	No Affiliation (Chester)	Qualifications Local and/or I of B <i>Quals Tabled 11/2/2021 for more information</i>	Motion	Second
g) Polisen, Robert	No Affiliation (Duxbury)	Qualifications Local and/or I of B <i>Quals Tabled 11/2/2021 for more information</i>	Motion	Second
h) Roberts, Eric	No Affiliation (Chelmsford)	Qualifications Local and/or I of B	Motion	Second
i) Scott, Bradley	No Affiliation (Arlington)	Qualifications Local and/or I of B <i>Ack NERF 12/7/2021</i>	Motion	Second
j) Shuttleworth, Dana	No Affiliation (Georgetown)	Qualifications Local and/or I of B	Motion	Second

## 5. New Employee Report Form Packets:

### Footnote:

R7.1.7.4 **Conditional appointments** 7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector. February, 2011'

September 4, 2013 ~ On a **MOTION** by Bill Horrocks and **SECONDED** by Bonnie Weeks it was voted to review and Acknowledge each *New Employee Report Form* individually

a) Allan, Martin	Town of Burlington	Acknowledge NERF <b>Local Inspector</b> Appointed 10/1/2021 Local Certification 7/7/2009 48 CEU's - OK Signed by <i>Town Administrator</i>	Motion	Second
b) Garas, Moheb	City of Lowell	Acknowledge NERF <b>Local Inspector</b> Appointed 10/25/2021 Quals approved 11/2/2021 0 CEU's - OK Signed by <i>City Manager</i>	Motion	Second
c) Iozzo, Paul	City of Boston	Acknowledge NERF <b>Local Inspector</b> Appointed 9/7/2021 Quals approved 4/6/2021 0 CEU's - OK Signed by <i>Building Commissioner</i>	Motion	Second
d) Marques, Anna	Town of Ware	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/5/2021 I of B Certification 10/5/2021 122 CEU's Signed by <i>Town Manager</i>	Motion	Second

e) Meczywor, Joseph	City of Westfield	Acknowledge <b>Local Inspector</b> Appointed 11/8/2021 Local Certification 6/7/2017 86 CEU's Signed by <i>Mayor</i>	Motion	Second
f) Moberg, Tommy	Town of Acton	Acknowledge NERF <b>Building Commissioner</b> Appointed 10/22/2021 I of B Certification 6/3/2015 169.5CEU's Signed by <i>Town Manager</i>	Motion	Second
g) Pugliese, William	City of Cambridge	Acknowledge <b>Local Inspector</b> Appointed 10/25/2021 Quals approved 9/7/2021 0 CEU's - OK Signed by <i>City Manager</i>	Motion	Second
h) Scott, Bradley	City of Cambridge	Acknowledge <b>Local Inspector</b> Appointed 10/25/2021 <i>Quals to be approved 12/7/2021</i> 0 CEU's - OK Signed by <i>City Manager</i>	Motion	Second
i) Walters, F. Davis	Town of Brewster	Acknowledge NERF <b>Building Commissioner</b> Appointed 9/13/2021 Local Certification 5/3/2021 30.5 CEU's – 34 required Signed by <i>Vice Chair</i>	Motion	Second

## 6. Extension Requests to be Certified Packets:

### Footnote:

**R7.1.7.4.1 Requests for exam schedule extension.** Upon written petition to the BOCC, any conditional appointee unable to comply with the examination schedule as cited in R7.1.7.4 may for cause, be granted an extension of time in order to comply. Petitions shall be forwarded to the clerk of the BOCC on forms for such purpose, and addressed to the office of the BBRs. The conditional appointee shall state all reasons to substantiate the request for an extension of time. Conditional appointees who have not attempted the examination schedule as herein defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought. **'January 1, 2008'**

a) Flores, Alexandre	Town of Ayer	Extension for Local Inspector (requesting 1 <sup>st</sup> extension) Appointed 7/14/2020 6 months 1/31/2021 12 months 7/31/2021 18 CEU's - OK  Failed B1 11/19/2020 Passed B1 11/19/2020  <i>would like to request an extension on my grace period to continue to obtain my certification</i>	Motion	Second
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b) Forgue, Jason	Town of Blandford, Chester, Cummington, Russell (Local Inspector – Chesterfield, Huntington)	<p>Extension for Building Commissioner (requesting 2<sup>nd</sup> extension)  Appointed 10/23/2018  First Extension through 9/30/2020  47.5 CEU's</p> <p>Passed Management 2/18/2019  Passed Legal 3/1/2019  Failed Bldg Codes 3/1/2019, 8/15/2019, 1/16/2019, 11/3/2021</p> <p><i>Family medical. Currently working for 6 towns and family medical issues, have not had time to obtain the knowledge necessary to study for the last few questions. Will take the On Board course when offered again</i></p>	Motion	Second
c) Houle, David	City of Lawrence	<p>Extension for Local Inspector (requesting 2<sup>nd</sup> extension)  Appointed 3/1/2019  First Extension through 9/30/2020  57 CEU's</p> <p>Failed 1A 5/7/2019, 8/6/2019, 1/15/2020</p> <p><i>Medical.</i></p>	Motion	Second
d) Mellen, John	Town of Norwood	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 4/6/2020  6 months 10/31/2020  12 months 4/30/2021  42.5 CEU's</p> <p>Passed B1 10/27/2020  Failed B2 1/7/2021</p> <p><i>Medical past year. Already paid to take the exams and will do so as soon as possible.</i></p>	Motion	Second
e) Shipp, Daniel	City of Beverly	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 10/26/2020  6 months 4/30/2021  12 months 10/31/2021  9.5 CEU's (14 req)</p> <p>Failed B1 3/29/2021  Passed B1 4/16/2021</p> <p>Failed B2 8/31/2021, 9/24/2021  <i>Finding it difficult to prep for the exams and keep up with a very busy workload, as we have been understaffed as well as dealing with a new permitting software system, with issues.</i></p>	Motion	Second

## 7. Hearings:

### Footnote:

**R7.4.1.4 Decisions and discipline of certification holders.** The BOCC shall issue a written decision after the hearing. Decisions shall be issued in a reasonably prompt manner. **The decision of the BOCC shall serve as a recommendation to the BBRS and shall be promptly forwarded by the Administrator to the full board for review.** If after a hearing the BOCC finds that the holder has violated any provision of R7.4.1.5, it may recommend suspension of a certification for a fixed period of time, revocation of a certification permanently, or a reprimand of the certification holder. Further, the BOCC may recommend that any order include appropriate remedial or disciplinary conditions. Once forwarded to the BBRS, the board shall either, adopt the recommendation in its entirety, adopt the recommendation with amendment, reject the recommendation in its entirety, or remand the matter to the BOCC further proceedings. A certificate holder whose certification is revoked may apply in writing to the Board for reinstatement no sooner than one year from the date of the revocation.

a) Timothy Hudon BOCC 15-2021	Town of Danvers	Qualifications were tabled 10/5/2021 and denied 11/2/2021  MOTION ____ SECOND ____   NERF – appointment date 9/7/2021 – signed by <i>Town Manager</i>  MOTION ____ SECOND ____
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## 8. Review Application for Continuing Education – Exhibit Items attached

At the September 14, 2020 Board of Building Regulation and Standards (BBRS) meeting, BBRS members voted to extend the current training cycle, to maintain certification, through December 31, 2021.

The continuing education submitted was reviewed by members present; **motion to approve was made by \_\_\_\_, seconded by \_\_\_\_. Motion passed by unanimous vote.**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course No.
Manuel Bettencourt	11/3/2021	Crack Repair Adhesives offered by Simpson Strong Tie	.5	1	
	9/23/2021	Building Code Basics offered by Simpson String Tiw	.5	1	
	9/20/2021	Cold-Formed Steel Solutions for Mid-Rise Construction	.5	1	
	9/30/2021	Continuous Load Path – Lateral	.5	1	
	9/20/2021	Continuous Load Path – Uplift	.5	1	
Lisa Hoang	4/7-8/2021	2021 NECSEA Design of Temp Structures / Changes to Concrete Design Standards / Proposed changes to Snowload in ASCE/SEI 7-22	3.0	1	
	6/24/2021	Large Doors: How to Select the Right Door by Anderson Windows	1.0		
	8/12/2021	A Holistic Approach to Windows in Sustainable Design by Anderson Windows	1.0		
	6/10/2021	Coastal Performance by Anderson Windows	1.0	1	
	7/29/2021	Fenestration requirements if the 2019 California Title 24 energy code			
	3/18/2021	Essential Design & Detailing Aspects of Mid-Rise Wood-Frame Construction offered by WoodWorks ICC# 27219	2.0	1	
	5/12/2021	Detailing for Durable Wood Buildings: Where Structure and Moisture Meet offered by WoodWorks ICC# 28677	1.0	1	
Walter Morris	11/1/2021	Quality Floors from Start to Finish offered by APA ICC# 28769	1.0	1	IC-
Peter McLaughlin	2021	ICC Committee – Tall Mass Buildings Special Inspector Exam Development Committee	10.0	1	NO#
Erik Wight	10/4/2021	Instructor – Residential Podium Building for NEBOEA	3.0	1	NO#
Erik Wight Brian Bourque	11/7/2021	A 2021 Snapshot: Challenges, Trends and Advancements in Wood Design and Construction ICC# 29478	3.5		
Walter Marek	11/21/2021	Create Beautiful Outdoor Spaces and Prevent Deforestation with Polymer and Composite Deck Material offered by HanleyWood	1.0	1	
	11/21/2021	The Future of Kitchen Design: Incorporating Style, Technology and Wellness offered by HanleyWood	1.0	1	
	11/21/2021	Propane-Enables Solutions for Commercial Buildings in Rural Areas offered by HanleyWood	1.0	1	

	10/4/2021	Wood Frame Construction & Structural Connectors	1.0	1	
Gerard McCarty Rick Vallarelli	11/4/2021	Safer, Stronger Decks: Solutions to Meet the Residential Code and DCA 6 offered by Simpson Strong Tie	1.0	1	
Dennis Begin	3/18/2021	RI Residential Energy Code – HVAC – Zero Energy Homes Designing HVAC for Large Spaces	2.0		
	10/19/2021	Hilti Firestop Training offered through State of Rhode Island	2.0		
	11/7/2019	2019 Electrical Code offered through the State of Rhode Island	0		
SBI	11/2-4/2021	State Building Inspector AIMS Amusement Training	10.0	1	<b>SBI_</b>
District 4	10/27/2021	U – Use Groups	2.0	1	<b>D4-</b>
District 5	10/26/2021	ESS, Round Table	3.0	1	<b>D5-</b>
District 8	11/16/2021	Swimming Pools / Periodic Tables	2.0	1	<b>D8</b>
District 11	11/9/2021	ESS Energy Storage Systems / One-Two Family Dwellings	2.0	2	<b>A11-</b>
District 13	10/14/2021	ESS, BDA's, Routing Building Permit Applications	3.0	1	<b>D13-</b>
MetroWest	10/19/2021	ICC Updates	3.0	1	<b>MW-</b>
	11/16/2021	Code Compliance for Podium-Style Stacked Buildings ICC# 30224	3.0	1	<b>MW-</b>
SEMBOA	11/17/2021	ATC 20 and ATC 45 ICC#30313	6.0	1	<b>SE</b>
MBCIA	11/18/2021	Solar Storage Systems with Jen Hoyt DFS	3.0	1	<b>MB-</b>

#### **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.

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

- a. Request to *Voluntarily Surrender* Building Official Certification:

Garry Rhodes	Building Commissioner	BO-0002
Gary Moccia	Building Commissioner	BO-0005
Charles Miller	Local Inspector	BO-1676
Michael Card	Building Commissioner	BO-0590
Richard Haupt	Building Commissioner	BO-1161

MOTION \_\_\_\_\_ Second \_\_\_\_\_

- b. For Informational purposes:

There are currently:

- \* Active and Retired: 789 certified building inspectors
  - o 468 Inspector of Buildings
  - o 321 Local
- \* Active ONLY: 560 certified building inspectors
  - o 328 Inspector of Buildings
  - o 232 Local
  - o 71 Conditional local building inspectors
- \* Qualifications Approved
  - o 693 individuals' qualifications have been approved to take the exams, not currently affiliated
- \* 679 certified building inspectors required to have 45 credit hours
  - o 563 More than 45 credit hours
  - o 97 Less than 45 credit hours
    - o 26 between 44.5 – 40.5 credit hours
    - o 71 Less than 40 credit hours
- \* 191 certified building inspectors required to have less than 45 credit hours – certified within current training cycle
  - o 79 More than 45 credit hours

- c. BOCC next meeting January 5, 2022 location TBD

- d. Adjourn

MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_