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GOVERNOR

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**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
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**Commonwealth of Massachusetts**  
**Division of Professional 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  
PROFESSIONAL LICENSURE

**Agenda**

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

*June 1, 2021 @ 9:30 a.m.*

*Virtual*

Microsoft Teams meeting  
**Join on your computer or mobile app**  
[Click here to join the meeting](#)

**Or call in (audio only)**

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Phone Conference ID: 329 601 102#

<http://archives.lib.state.ma.us/handle/2452/684662>

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. Robert Speroni, Vice-Chairman, <i>MetroWest</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. John Naff, <i>Member At Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
k. Vacant, <i>Member of Academia</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 May 4, 2020; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Collins, Janet, E.	City of Boston	Local Inspector Appointed 10/19/2020 Quals approved 11/12/2020 0 CEU's <i>Copies of all exams have been received</i>	Motion	Second
b) Fachini, Travis B,	Town of Williamstown	Local Inspector Appointed 8/19/2020 Quals approved 10/4/2019 44.5 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Negron, Jose W.	Town of Chelmsford	Inspector of Buildings / Building Commissioner Appointed 4/5/2021 Massachusetts Building Commissioner 8/4/2020 80 CEU's <i>Copies of all exams have been received</i>	Motion	Second
d) Seavey, Ross	Town of Tisbury	Inspector of Buildings / Building Commissioner Appointed 12/16/2019 Local Certification 12/5/2019 22.5 CEU's - OK <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) Almeida, Isaias	No Affiliation (Amesbury)	Qualifications Local and/or I of B	Motion	Second
b) Arvanitis, Douglas	No Affiliation (Hamilton)	Qualifications Local and/or I of B	Motion	Second
c) Branchina, Nicolas	No Affiliation (Methuen)	Qualifications Local and/or I of B	Motion	Second
d) Foster, Donald S.	No Affiliation (Westminster)	Qualifications Local and/or I of B	Motion	Second
e) Gorman, John Michael	No Affiliation (Newburyport)	Qualifications Local and/or I of B	Motion	Second
f) Johnson, William	No Affiliation (Marlborough)	Qualifications Local and/or I of B <i>Quals TABLED for more information</i>	Motion	Second

g) Hudon, Timothy	No Affiliation (Byfield)	Qualifications Local and/or I of B	Motion	Second
h) Minasian, Ken	No Affiliation (Wilmington)	Qualifications Local and/or I of B	Motion	Second
i) Nong, Mony S.	No Affiliation (Revere)	Qualifications Local and/or I of B <i>Quals TABLED for more information</i>	Motion	Second
j) Welch, Stephen	Town of Nantucket	Qualifications Local and/or I of B <i>Acknowledge NERF today June 1, 2021</i>	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) DeMarco, Stephen	City of Waltham	Acknowledge NERF <b>Local Inspector</b> Appointed 2/8/2021 Local Certification 4/4/2019 85.5 CEU's Signed by <i>Mayor</i>	Motion	Second
b) Erickson, John W.	Town of Milford	Acknowledge NERF <b>Building Commissioner</b> Appointed 4/26/2021 I of B Certification 6/1/2011 44.5 CEU's Signed by <i>Chair</i>	Motion	Second
c) Glass, Kerry	Town of Hanson	Acknowledge NERF <b>Building Commissioner</b> Appointed 5/3/2021 Local Certification 4/4/2018 55.5 CEU's Signed by <i>Chair</i>	Motion	Second
d) Kelly, Daniel	Town of Saugus	Acknowledge NERF <b>Local Inspector</b> Appointed 6/23/2020 Quals approved 3/4/2015 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
e) Lanciani, Robert	Town of Oakham	Acknowledge NERF <b>Building Commissioner</b> Appointed 4/6/2021 I of B Certification 9/9/2008 123.5 CEU's Signed by <i>Chair</i>	Motion	Second

f) LaVecchia, Michael	Town of Saugus	Acknowledge NERF <b>Local Inspector</b> Appointed 6/17/2020 Local Certification 8/5/2015 48 CEU's Signed by <i>Town Manager</i>	Motion	Second
g) Meehan, Kamm	City of Cambridge	Acknowledge NERF <b>Local Inspector</b> Appointed 4/26/2021 Quals approved 10/15/2018 0 CEU's Signed by <i>City Manager</i>	Motion	Second
h) Petkus, Adam	Town of Edgartown	Acknowledge NERF <b>Local Inspector</b> Appointed 2/22/2021 Quals approved 3/2/2021 0 CEU's Signed by <i>Chairman</i>	Motion	Second
i) Sinibaldi, Robert	City of Amesbury	Acknowledge NERF <b>Local Inspector</b> Appointed 5/7/2021 I of B Certification 5/8/2012 82 CEU's Signed by <i>Mayor</i>	Motion	Second
j) Welch, Stephen J.	Town of Nantucket	Acknowledge NERF <b>Local Inspector</b> Appointed 5/17/2021 <i>Review quals today June 1, 2021</i> 0 CEU's Signed by <i>Town Manager</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) Anderson, David	Town of Harwich	Extension for Local (requesting 2 <sup>nd</sup> extension) Appointed 4/8/2019 Extension through 6/30/2021 71 CEU's  Passed B1 12/20/2019  <i>Classroom training canceled, COVID restrictions delayed training and testing. Exams scheduled for May and June, 2021</i>		
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## 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) None		
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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.**

**Discuss voice mail received with regards to building officials receiving 0 credit hours for attending 2018 and 2021 training referencing I Codes. Reviewing Pool Code for 2027 as 2024 is winding down. Training prior to the adoption??**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course No.
Goran Smiljic	9/30/2020	Millennials in Code Enforcement – Identify personality traits, understand how each generation thinks, understand the ideals of each generation, grasp how to work consecutively with millennials, how to manage all generational groupings. ICC# 21630	6.0	1	IC-
Russ Wheeler	5/6/2021	2015 IMC Administrative and General Requirements offered by ICC	1.0	1	IC-
Steven Masiello Reade Milne	4/29/2021	Mastering Mixed-Use: Wood Building Analysis & Shaft Wall Solutions offered by Wood Works ICC# 14406	2.0	1	
John Downey	4/30/2021	The Science of Fire: Reaction and Resistance with Insulated Metal Pane offered by HanleyWood University	1.0	1	
	4/30/2021	Holistic Solutions to a Healthy Indoor Environments offered by HanleyWood University	1.0	1	
	4/30/2021	Why Exceed the Code: Maximizing Energy and Cost Savings in Pipe Insulation offered by HanleyWood University	1.0	1	
Stephen Dupre	2/26/2021	Passive House 101 offered in CT by Eversource	1.0	1	
Robert Borden	5/20/2021	DES342 Residential Wood Construction FAQs: Woodn't You Like To Know?	1.5	1	
Leonard Lyons	1/20/2021	Building Enclosure Commissioning offered by Gale Associates	1.0	1	
Code Red	5/19/2021	How to Successfully Navigate Code Requirements & Triggers in Existing Building – offered to all Building Official Associations	1.5	1	
Paul D'Amore	4/15/2021	Continuous path offered by Simpson Strong-Tie	1.0	1	
James Marot Stephen Dupre	5/5/2021	ICC – AMCA/ICC/RESNET – International Energy Conservation Code:2021 changes, Getting Involved in the 2024 Process	1.0		IC-
District 12	3/31/2021	Round Table	3.0	1	
District 11	5/11/2021	Braintree - Egress Windows in R-2 Use Group	2.5	2	
	4/29/2021	Hingham – Prescriptive Deck Construction Guide	3.0	2	
District 2	5/25/2021	Pools	2.0	1	
District 4	4/25/2021	Residential HVAC	2.0	1	
	5/26/2021	Board Up Procedures	2.0	1	

## 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.
Brian Gingras	3/18/2021	BCD 710 Special Inspection for Wood Construction online by American Wood Council ICC# 8476	1.0	1	C-2964*
	3/17/2021	DES 335 Design & Bolted Connections Am Wood Council ICC# 6128	1.0	1	C-2972*
	5/6/2021	DES 330 Design for Connections for Wood Members using the NDS & TR12 ICC# 3899	2.0	1	C-2968*
	3/18/2021	Construction Fire Safety Best Practices BCD231 ICC# 17791	1.5	1	C-3182*
Robert de Sousa	4/28/2021	Energy - Mechanical Systems and Service Water Heating (Resd 2.1 2018)	1.0	1	C-3595*

	4/28/2021	Energy - COMcheck Case Study - Simple Commercial Building Case Study	1.0	1	C-3067*
Todd Alexander	12/6/2020	12 hr CSL Cont Ed Course – Construction Supervisor Institute	10.0	1	C-2233*
George Stuart	10/7/2020	12 hr CSL Cont Ed Course – GNBR Voc Tech	10.0	1	C-2233*
David McRae	4/22/2021	ICC – 2021 IBC & IRC & IFC & IPC & IECC Highlights Webinar (not accepting credit hrs based on 2021 I codes)	0.0		IC-321*
John Downey	4/30/2021	NFPA 285: A focus on Assemblies offered on-line through Hanley Wood University	1.0	1	C-3406*
Stephen Dupre	12/4/2020	High-Piled Combustible Storage Plan Review offered by MBOIA (Maine)	3.0	1	C-3638*
Ronald Durgin	3/31/2021	Introduction to ASCE/SEI 41, Seismic Evaluation and Retrofit of Existing Buildings offered by FEMA	1.5	1	C-3625*
Leonard Lyons	2/18/2021	BCD501 Essential Code Compliance in Light Wood Frame Construction AM Session	1.5	1	C-3582*
Paul D'Amore	4/20/2021	Truss Fundamentals - Simpson O/L ICC #1025-6443	2.0	1	C-2742*
	4/20/2021	Deck Building 101 – Beginner's Course – Simpson On Line ICC #1025-157	1.0	1	C-2546*

## 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: 812 certified building inspectors
  - o 482 Inspector of Buildings
  - o 330 Local
- \* Active ONLY: 632 certified building inspectors
  - o 334 Inspector of Buildings
  - o 235 Local
  - o 63 Conditional local building inspectors
- \* Qualifications Approved
  - o 681 individuals' qualifications have been approved to take the exams, not currently affiliated
- \* 698 certified building inspectors required to have 45 credit hours
  - o 504 More than 45 credit hours
  - o 164 Less than 45 credit hours
    - o 37 between 44.5 – 40.5 credit hours
    - o 130 Less than 40 credit hours
  - o 29 have 0 credit hours
- \* 172 certified building inspectors required to have less than 45 credit hours – certified within current training cycle
  - o 68 More than 45 credit hours

### b. A suggestion was made to have a *Policy* for New Employees

### c. **TABLE UNTIL NEXT MEETING** - State Building Inspector Harold Leaming would like a review of the HVAC webinars PSD Consulting is providing. Inspector Leaming is claiming there is a lot of miss-information within the trainings.

Residential: Mechanical Systems & Service Water Heating

Commercial: COMcheck Case Study – Simple Commercial Building Case Study

Residential: Equipment Sizing – Manual J and S

Commercial: COMcheck and Your Existing Building Projects

### d. September 7, 2021 scheduled for Milford – Classroom 1

- e. **Discuss for Clarification:** June 15, 2021 – State open 100% - rescind the June 2, 2020 BOCC vote to freeze all examination certification requirements.

Anyone appointed between March 2020 and June 2021 6 month time-frame, must at least apply for an exam by, will expire December 31, 2021.

Anyone who was on an Extension will need to apply for an extension factoring in 15 month freeze

- What about the 12 or 18 months?
- SOE does not change the 12 or 18 month time frame or will 6 months be added to this date?
- January 1, 2022 – all time frames back to normal for examination certification requirements

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

Ralph Cirelli	Building Commissioner	BO-0101
Richard Reynolds	Building Commissioner	BO-0371

- g. **Discuss** - Certified Building Officials 0 credit hours current training cycle, letter mailed, with return envelope, 10/22/2020 requesting signature to *Voluntarily Surrender*, no response was received. Suggest scheduling a hearing

Brian Costa	Local Inspector	BO-1227
Joseph McEvoy	Building Commissioner	BO-1133
David St. Hilaire	Local Inspector	BO-0290
Kenneth Brooks	Local Inspector	BO-1393
Michael Fitzpatrick	Local Inspector	BO-1382

- h. **Discuss** - Certified letter will be sent to the following certified building officials with 0 credit hours

David Byrne*	Local Inspector - <i>Cambridge</i>	BO-0117
Raymond Hanks	Local Inspector	BO-0319
Nicola Tortis	Building Commissioner	BO-0491
Robert Murgia, Jr.	Building Commissioner	BO-0734
Keith Fox	Building Commissioner	BO-1374
James Kirby*	Local Inspector - <i>Brookline</i>	BO-0679
Charles Brett	Building Commissioner	BO-1180
Richard Haupt	Building Commissioner	BO-1161
Harry Cullinan*	Building Commissioner - <i>Pepperell</i>	BO-0111
Leopold Martinez	Local Inspector	BO-1085
Raymond Steadward	Building Commissioner	BO-1203
Maurice Pilette	Local Inspector	BO-0035
Lawrence Brandt	Building Commissioner	BO-1103
Frank DeAngelis	Local Inspector	BO-0106
Joseph Fydenkevich	Building Commissioner	BO-1293
Paul Roma	Local Inspector	BO-1666
Charles Cipoletta	Local Inspector	BO-1575
Anthony Paroline	Local Inspector	BO-1907
Michael Carney*	Local Inspector - <i>Arlington</i>	BO-1907
Richard Bartucca	Local Inspector	BO-2028

\* Names are not listed on corresponding city/town website, this office has not received communication they are no longer affiliated with city/town.

- i. Adjourn