



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Office of Public Safety and Inspections**

1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

**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**

*October 4, 2022 @ 9:30 a.m.*

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 282 786 544 692

Passcode: 9dXJC9

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 857-327-9245,,955626956#](#) United States, Boston

Phone Conference ID: 955 626 956#

<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>BBS Representative</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
b. Jeffrey Clemons, Vice-Chair <i>BOWM</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
c. David Fuller, <i>MBCIA</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
d. Michael Clancy, <i>SEMBOA</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
e. Henry Fontaine, <i>MetroWest</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
f. John Naff, <i>Member At Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
g. Michael Giampietro, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
h. Bonnie Weeks, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
i. Andrew Bobola, <i>Member at Large</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. Roger Fuller, <i>MMA Representative</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent

**DOL Staff Present:**

Kimberly Spencer, Office of Public Safety and Inspections

2. Members present reviewed the minutes from the last meeting on August 2, 2022; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Dindo, Scott	No Affiliation	Local Inspector Quals Approved 7/20/2010 0 CEU's <i>not required</i> <i>Copies of all exams have been received</i>	Motion	Second
b) Fenner, William J.	Town of Charlton	Local Inspector Appointed 6/8/2021 15 CEU's <i>Copies of all exams have been received</i>	Motion	Second
c) Mailea, Richard T.	City of Worcester	Local Inspector Appointed 6/1/2021 15 CEU's <i>Copies of all exams have been received</i>	Motion	Second
d) Mitchell, Karl G.	City of Boston	Local Inspector Appointed 5/20/2019 23 CEU's <i>Copies of all exams have been received</i>	Motion	Second
<b>4. Examination Approval Packets</b> <small>(Copies of resumes provided today)</small>				
a) Bakal, Shendel	No Affiliation (Ipswich)	Qualifications Local and/or I of B	Motion	Second
b) Brais, Matthew	No Affiliation (Longmeadow)	Qualifications Local and/or I of B	Motion	Second
c) Cornwell, Chad	City of Pittsfield	Qualifications Local and/or I of B	Motion	Second
d) D'Amelio, John	No Affiliation (Mendon)	Qualifications Local and/or I of B	Motion	Second
e) Dillon, William	Town of Chilmark	Qualifications Local and/or I of B <i>Ack NERF 9/6/2022</i>	Motion	Second
f) Greenwood, Sr., michael	No Affiliation (Dracut)	Qualifications Local and/or I of B	Motion	Second
g) Guyer, Keith	No Affiliation (Bernardston)	Qualifications Local and/or I of B	Motion	Second
h) Kelly, Stephen	No Affiliation (Tisbury)	Qualifications Local and/or I of B	Motion	Second
i) Ketchen Jr., Mark	No Affiliation (Bridgewater)	Qualifications Local and/or I of B	Motion	Second
j) Kulikowski, David	No Affiliation (Abington)	Qualifications Local and/or I of B	Motion	Second

k) Lortie, Jr., Leo	No Affiliation (East Longmeadow)	Qualifications Local and/or I of B	Motion	Second
l) McDonald, Scott	City of Framingham	Qualifications Local and/or I of B	Motion	Second
m) Paquette, Edward	No Affiliation (Woodstock, CT)	Qualifications Local and/or I of B	Motion	Second
n) Rogers, Mark	City of Pittsfield	Qualifications Local and/or I of B <i>NERF to Acknowledge 10/4/2022</i>	Motion	Second
o) Rotondo, Robert	No Affiliation (Marshfield)	Qualifications Local and/or I of B	Motion	Second
p) Wilton, Mark	No Affiliation (Swansea)	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) Allard, Shaun	Town of Burlington	Acknowledge NERF <b>Local Inspector</b> Appointed 6/21/2022 Local Certification 8/3/2022 14 CEU's Signed by <i>Town Administrator</i>	Motion	Second
b) Bettencourt, Leo	Town of Tewksbury	Acknowledge NERF <b>Local Inspector</b> Appointed 5/21/2022 Local Certification 8/2/2022 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
c) Bizarro, Carl	Town of Marion	Acknowledge NERF <b>Building Commissioner</b> Appointed 8/11/2022 I of B Certification 6/4/2019 18 CEU's Signed by <i>Town Administrator</i>	Motion	Second
d) Carl, David	Town of Paxton	Acknowledge NERF <b>Local Inspector</b> Appointed 8/8/2022 Local Certification 5/9/2018 11 CEU's Signed by <i>Selectboard Chair</i>	Motion	Second
e) Dillon, William	Town of Chilmark	Acknowledge NERF <b>Local Inspector</b> Appointed 8/2/2022 <i>Review Qualifications 9/6/2022</i> 0 CEU's Signed by <i>Selectmen</i>	Motion	Second

f) Duquette, Kevin	Town of Agawam	Acknowledge NERF <b>Building Commissioner</b> Appointed 8/15/2022 I of B Certification 1/5/2015 17 CEU's Signed by <i>Mayor</i>	Motion	Second
g) Forand, Richard	Town of Somerset	Acknowledge NERF <b>Local Inspector</b> Appointed 8/8/2022 Local Certification 4/5/2022 0 CEU's Signed by <i>Town Administrator</i>	Motion	Second
h) Lanciani, Robert	Town of Hubbardston	Acknowledge NERF <b>Building Commissioner</b> Appointed 9/12/2022 I of B Certification 9/9/2008 17 CEU's Signed by <i>Town Administrator</i>	Motion	Second
i) Martin, Jeffrey	City of Brockton	Acknowledge NERF <b>Local Inspector</b> Appointed 8/1/2022 Quals approved 6/5/2013 0 CEU's Signed by <i>Mayor</i>	Motion	Second
j) Men, Vannak	Town of Chelmsford	Acknowledge NERF <b>Local Inspector</b> Appointed 8/22/2022 Quals approved 8/2/2022 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
k) Murray, Jeffrey	Town of Dudley	Acknowledge NERF <b>Local Inspector</b> Appointed 9/19/2022 Quals approved 6/7/2012 0 CEU's Signed by <i>Town Administrator</i>	Motion	Second
l) O'Neil, Kevin	Town of Barnstable	Acknowledge NERF <b>Local Inspector</b> Appointed 7/1/2022 Quals approved 8/2/2022 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
m) Polisenio, Robert	Town of Duxbury	Acknowledge NERF <b>Local Inspector</b> Appointed 10/18/2021 Quals approved 2/1/2022 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
n) Rogers, Christopher	Town of Bolton	Acknowledge NERF <b>Local Inspector</b> Appointed 6/3/2021 Quals approved 8/3/2021 0 CEU's Signed by <i>Chair</i>	Motion	Second

o) Rogers, Mark	City of Pittsfield	Acknowledge NERF <b>Local Inspector</b> Appointed 8/31/2022 <i>Quals to be approved 10/4/2022</i> 0 CEU's Signed by Mayor	Motion	Second
p) Sarnosky, Vincent	Town of Natick	Acknowledge NERF <b>Local Inspector</b> Appointed 5/11/2022 Local Certification 1/2/2019 34 CEU's Signed by <i>Town Administrator</i>	Motion	Second
q) Shurtleff, Robert	Town of Plymouth	Acknowledge NERF <b>Local Inspector</b> Appointed 9/6/2022 Quals Approved 4/6/2021 0 CEU's Signed by <i>Town Manager</i>	Motion	Second
r) Yanovitch, Michael	Town of Sharon	Acknowledge NERF <b>Building Commissioner</b> Appointed 6/29/2022 I of B Certification 10/14/2009 0 CEU's Signed by <i>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' (SOE 6/2020 - 6/2021)

a) Granados-Medina, Blanca	City of Waltham	Extension for Local Inspector (requesting 3 <sup>rd</sup> extension) Extension through 9/30/2022 23 CEU's  Passed 1A 7/10/2021 Passed 1B 12/8/2021 Failed 3B 9/14/2022, 9/28/2022  <i>Requesting additional time to complete required exams</i>	Motion	Second
b) Guilbert, David	City of Chicopee	Extension for Local Inspector (requesting 1 <sup>st</sup> extension) Appointed 7/30/2021 6 months 1/31/2022 12 months 7/31/2022 17 CEU's  Passed 1A 12/11/2021 Failed 1B 1/15/2021, 4/1/2022, 5/3/2022  <i>Requesting additional time to complete required exams</i>	Motion	Second

c) Martins, Jorge	City of Revere	<p>Extension for Local Inspector (requesting 2<sup>nd</sup> extension)  Appointed 3/1/2021  Extension through 9/30/2022  9 CEU's</p> <p>Passed B1 12/12/2021  Failed B2 9/16/2022</p> <p><i>Requesting additional time to complete final exam. Very busy with new construction and trying to hire another local inspector.</i></p>	Motion	Second
d) Quinn, Terrance	Town of Falmouth	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 8/9/2021  6 months 2/28/2022  12 months 8/31/2022  15.5 CEU's - 2022</p> <p>Passed B1 5/23/2022 (failed 5/19/2022, 5/21/2022)  Failed B2 1/5/22, 1/15/22, 2/5/22, 4/25/22, 4/30/22, 6/20/22,</p> <p><i>Requesting additional time to complete required exams due to medical</i></p>	Motion	Second
e) Vicari, Robert	Town of Gloucester	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 9/7/2021  6 months 3/31/2022  12 months 9/30/2022  15 CEU's</p> <p>Passed 1A 12/14/2021  Passed 1B 4/5/2022</p> <p><i>Requesting additional time to pass the final exam</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) McDevitt, Ciaran	City of Boston	Qualifications were denied August 2, 2022  MOTION ____ SECOND ____   NERF – appointment date 6/20/2022 – signed by <i>Building Commissioner</i>  MOTION ____ SECOND ____
------------------------	----------------	---

## 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 \_\_\_.**

(\*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course No.
William Thornton	8/18/2022	NFPA 25 Code Update Standard for Inspection, Testing and maintenance of Water-based Fire Protection Systems offered by Johnson Controls	1.0	1	
	8/24/2022	Understanding Structural Insulated Panel (SIP) construction & How it Affects Thermal Envelopes by EEBA (Energy & Environmental Building Alliance)	1.0	1	
Jeffrey Morash	8/4/2022	Meeting the Energy Needs of Warehouse Facilities with Propane offered by HanleyWood	1.0	1	
	8/3/2022	Getting in Touch The Importance of Architect – Manufacturer Collaborations offered by HanleyWood	1.0	?	
Jeff Morash Shukhrat Aziev	8/25/2022	DES609 Mass Timber Structures: Codes and Adoptions by American Wood Council ICC# 32935	1.0	1	
	9/15/2022	Common challenges in Light Wood-Frame Gravity Structural Design	1.0	1	
Russ Wheeler Dennis Howes Greg Arvanitis	7/13/2022	Photovoltaic Electric and Battery Storage Systems offered in New Hampshire NHBOA/ICC	3.0	1	
William Thornton Janet Collins	7/28/2022	DES344 Residential Wood Construction FAQ's: Woodn't You Like to Know "Two"? offered by American Wood Council ICC# 32572	1.5	1	
Chenier Durand	7/13/2022	Offsite Construction in Wood: Reinventing the Role of the Design Professional offered by Woodworks ICC# 32345	1.0	1	
Greg Arvanitis	8/10/2022	Introduction to Insulated Concrete forms by Atlantic Builders Supply for NHBOA	3.0	1	
Joy Duperault	8/16 / 18/2022	Substantial Damage & Substantial Improvement Determinations for Floodplain Structures	2.0	1	
NEBOEA	10/4/2022	Deck and Porch Framing and Connections	3.0	1	
		Flood Hazard Areas – Connections at or below the DFE	3.0	1	
	10/5/2022	NFPA 13D – Residential Sprinklers	3.0	1	
		Laboratory Fire Protection Overview – an Intro to NFPA 45	3.0	1	
		10 <sup>th</sup> Edition MA State Building Code (Significant changes from the 2015 IBC to the 2021 IBC)	1.5	?	
Paul Nonni	8/3/2022	Future Code Changes Explained – Seismic Analysis and Design of Nonstructural Components and Systems ICC# 33126	1.5	1	
William Kelly	5/26/2022	Code Compliant Exterior Systems for Wood Framed Building Envelopes offered by HanleyWood	1.0	1	
	5/26/2022	Life Cycle Assessment of Concrete Buildings offered by HanleyWood	1.0	1	
	5/26/2022	Residential Roofing and Architectural Trends for 2023 and Beyond offered by HanleyWood	?	?	
	5/26/2022	Design Options for Aluminum Balconies and Awnings offered by HanleyWood	1.0	1	
	5/26/2022	Coatings Failures: Corrosion of Metals offered by HanleyWood	1.0	1	
	5/26/2022	Fully Integrated Collaboration in the Construction Process offered by HanleyWood	1.0	1	
Jeff Richards	9/10- 12/2022	ICC Conference – Louisville, KY	10.0	1	
SEMBOA	8/10/2022	Night Club fire	3.0	1	<b>SE-0822</b>
MetroWest	7/19/2022	Mini Split License Requirements Swimply & AirBnB	3.0	1	<b>MW-0722</b>
	9/20/2022	MGL 81L – Protection Grandfathered Structures, Preexisting Nonconformity	3.0	1	<b>MW-0922</b>
District 1	3/25/2022	Round Table held at Pittsfield Building Department – Native Lumber	2.0	2	<b>A1-0322</b>
	5/26/2022	Round Table held at Pittsfield Building Department – Frost Protection for exterior stairs from decks, porches, etc.	2.0	2	<b>A1-0522</b>



	6/30/2022	Round Table held at Pittsfield Building Department – plot plans that show driveway and building locations for new residential construction?	2.0	2	A1-0622
	7/28/2022	Round Table held at Pittsfield Building Department – ESS – energy storage system & some methods solar companies are providing for smaller kilowatt arrays	2.0	2	A1-0722
District 1	8/15/2022	Wall Bracing per 2015 IRC 602.10"	3.0	1	D1-0822
District 2	8/9/2022	Codeword & Locking Arrangements	3.0	1	D2-0822
District 3	9/6/2022	Round Table	2.0	1	D3-0922
District 4	8/31/2022	Machine Shops (Metal)	3.0	1	D4-0822
District 5	8/3/2022	Spray Foam Class offered by Steve Silicriman	2.0	1	D5-0822
District 12	7/28/2022	10 <sup>th</sup> Edition Building Code	2.0	2	A12h-0722
	8/25/2022	IBC Chapter 24 Glass & Glazing	2.0	2	A12h-0822
	9/27/2022	Free Standing Structures / Solar battery Storage in Buildings	2.0	2	A12b-0922

## 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: 776 certified building inspectors
  - o 462 Inspector of Buildings
  - o 314 Local
- \* Active ONLY: 599 certified / conditional building inspectors
  - o 325 Inspector of Buildings
  - o 229 Local
  - o 45 Conditional local building inspectors
- \* Qualifications Approved
  - o 719 individuals' qualifications have been approved to take the exams

### b. Email received from Patrick Franey "are HERS raters allowed to determine if/when an occupancy permit is issued? I thought only a Building Commissioner or State Inspector could do that? Is there a penalty for impersonating a Building Official?"

### c. Extension Request Approvals that were sent with the wrong expiration date

CITY Active In	LNAME	FNAME	TITLE HELD	Certified Title	Appointed	Six Months	12 months	Extension Expiration Date
Easton	Caridi	Frank	Local Inspector		08/05/2019	2/29/2020	8/31/2020	7/31/2022 (6 month extension approved)
Letter was sent 1/10/2022 with an expiration date of <b>7/31/2023; passed B1 and B2 prior to (1<sup>st</sup>) extension</b>								
Wilbraham	Walsh	John J.	Local Inspector		06/01/2020	12/31/2020	6/30/2021	7/31/2022 (6 month extension approved)
Letter was sent 1/10/2022 with an expiration date of <b>7/31/2023; passed B1, B2 failed F3 5x's prior to the (1<sup>st</sup>) extension</b>								
Marblehead	Newman	Erik	Local Inspector		02/08/2021	8/31/2021	2/28/2022	8/30/2022 (6 month extension approved)
Letter was sent 2/4/2022 with an expiration date of <b>8/30/2023; failed 1A, 1B prior to (1<sup>st</sup>) extension</b>								
Cambridge	Shaw	George	Local Inspector		11/18/2020	5/30/2021	11/30/2021	7/31/2022 (6 month extension approved)
Letter was sent 1/10/2022 with an expiration date of <b>7/31/2023; failed 1A and 1B prior to (1<sup>st</sup>) extension</b>								
Saugus	Kelly	Daniel	Local Inspector		06/23/2020	12/31/2020	6/30/2021	8/30/2022 (6 month extension approved)
Letter was sent 2/4/2022 with an expiration date of <b>8/30/2023; failed B1, B2 prior to the (2<sup>nd</sup>) extension</b>								

- d. Review exam completed by Richard Pereira
- e. Email regarding Town of Sharon (an email was sent 8/25/2022 requesting a NERF for Michael Yanovitch the current Building Commissioner according to website)
- f. Emails received from Foley and Yetman
- g. BOCC next meeting date November 1, 2022 Charlton Library
- h. Adjourn  
MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_