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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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REGULATION

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

**Agenda**

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

*March 1, 2022 @ 9:30 a.m.*

**Join on your computer or mobile app**

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**Or call in (audio only)**

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Phone Conference ID: 327 123 228#

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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. Jeffrey Clemons, Vice-Chair <i>BOWM</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
c. John Naff, <i>Member At Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
d. Michael Giampietro, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
e. David Fuller, <i>MBCIA</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
f. Bonnie Weeks, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
g. Andrew Bobola, <i>Member at Large</i>	<input type="checkbox"/> present	<input type="checkbox"/> absent
h. Michael Clancy, <i>SEMBOA</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 February 1, 2022; motion to approve these minutes was made by \_\_\_\_\_, seconded by \_\_\_\_\_.



<b>3. Application for Certification Packets:</b>				
a) Cody, David	Town of Amherst	Inspector of Buildings / Building Commissioner Appointed as a Local Inspector Local Certification 3/2/2016 129.5 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) Calvin, Keith	No Affiliation (Chelmsford)	Qualifications Local and/or I of B	Motion	Second
b) Desrosiers, Robert	No Affiliation (Westport)	Qualifications Local and/or I of B	Motion	Second
c) Freitas, Sr., Christopher	No Affiliation (N. Attleboro)	Qualifications Local and/or I of B	Motion	Second
d) Neipp, Joseph	No Affiliation (West Newbury)	Qualifications Local and/or I of B	Motion	Second
e) Sanford, Russell	Town of Winthrop	Qualifications Local and/or I of B <i>Ack NERF 3/1/2022</i>	Motion	Second
f) Singh, Harmanpreet	No Affiliation (Woburn)	Qualifications Local and/or I of B	Motion	Second
<b>5. New Employee Report Form Packets:</b>				
<b>Footnote:</b> <b>R7.1.7.4 Conditional appointments</b> 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 <b>MOTION</b> by Bill Horrocks and <b>SECONDED</b> by Bonnie Weeks it was voted to review and Acknowledge each <i>New Employee Report Form</i> individually				
a) Britko, Daniel	Town of Boxborough	Acknowledge NERF <b>Local Inspector</b> Appointed 7/26/2021 Local Certification 3/3/2010 70 CEU's - OK Signed by <i>Chair</i>	Motion	Second
b) Grillo, Robert	Town of Marion	Acknowledge NERF <b>Building Commissioner</b> Appointed 2/22/2022 Mass Bldg Comm Certification 4/6/2021 68.5 CEU's - OK Signed by <i>Town Administrator</i>	Motion	Second
c) Sanford, Russell	Town of Winthrop	Acknowledge NERF <b>Local Inspector</b> Appointed 12/15/2021 Quals to be reviewed 3/1/2022 0 CEU's - <i>not required</i> 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) Carlo, David	Town of Marshfield	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 2/9/2021  12 months 2/28/2022  30.5 CEU's</p> <p>Failed B1 1/26/2022  Computer Issue B2 2/11/2022</p> <p><i>See attached letters</i></p>	Motion	Second
b) Granados-Medina, Blanca	City of Waltham	<p>Extension for Local Inspector (requesting 2<sup>nd</sup> extension)  Appointed 8/5/219  12 months 8/31/2020  Extension through 2/28/2022  74.5 CEU's</p> <p>Clarification for Louis' appointment date of December 15, 2020 has been received. His grace period expired December 31, 2021</p> <p>Passed 1A 7/10/2021  Passed 1B 12/8/2021</p> <p><i>Waiting for information on new company that will have the exams. I am taking the final 3B Fire Protection General.</i></p>	Motion	Second
c) Martins, Jorge	City of Revere	<p>Extension for Local Inspector (requesting 1<sup>st</sup> extension)  Appointed 3/1/2021  First 6 months 9/30/2021  12 months 3/31/2022  10 CEU's - 9 required</p> <p>Failed B1 9/10/2021  Passed B1 12/12/21</p> <p><i>When I started working for the City of Revere, the building department was and still is very busy. There is a lot of construction going on in the city and I am completely swamped with work. COVID had a big impact with my family and the passing of my mother. Will be taking the B@ exam in February and believe I can have all the tests passed within the next 6 months.</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) Langlois, Jr., Glenn	No Affiliation	Qualifications denied December 7, 2021
		MOTION _____ SECONDED _____

## 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.
Shukhrat Aziev Jeff Morash	1/25/2022	Indoor Air-Quality, Why It Is Important offered by The Nantucket Builders Association	2.0	1	
Mike Turns	On going	Energy – Commercial Energy Code Enforcement Assistance for Municipal Code Officials	3.5	1	
	On going	Energy – Residential Energy Code Enforcement Assistance for Municipal Code Officials	3.5	1	
		Session highlights: <ul style="list-style-type: none"> <li>• Review of permit application documentation and other pre-application checklists and guidance to industry</li> <li>• Guided plan review for a typical project using Mass Save developed Energy Checklists</li> <li>• In-class review of actual plans and accompanying COMcheck compliance certificates</li> <li>• Review of COMcheck inspection checklists</li> <li>• Review of additional energy efficiency packages</li> <li>• Review of final documentation checklists and information that must be received prior to issuing a certificate of occupancy</li> <li>• Review of Mass Save tools</li> </ul>	3.5	1	
Russ Wheeler	2/9/2022	Intro to Engineered Wood Products Design offered by Boise Cascade	1.0	1	
	1/12/2022	2015 IMC – Requirements for Mechanical Ventilation offered through New Hampshire Building Official Association	3.0	1	
Robert Rosier	2/7/2022	BCD210 Compliance Options for Buildings in Wildfire prone Areas offered by American Wood Council ICC# 5433	2.0	1	
Manuel Bettencourt*	11/14/2021	Overview of the Strong-Wall High-Strength Wood Shearwall offered by Simpson Strong-Tie	1.0	1	
Mark Kruzel*	2/13/2022	Sustainable Waterproofing Solutions offered by AECDaily	1.0		
	2/13/2022	Fireproofing Structural Steel	1.0		
	2/13/2022	Mineral Wool as a Continuous Insulation Solution	1.25		
	2/13/2022	Building Envelope Guidelines for Mass Timber	1.25		
	2/13/2022	Air Barriers and Vapor Retarders: The Conundrum	1.25		
	2/13/2022	Preservative-Treated Wood: Specification and Use	1.0		
	2/13/2022	Two-Hour Fire-Resistance-Rated Walls ( <b>course description has been requested for the above completed AECDaily courses</b> )	1.0		

Peter Sun*	2/11/2022	Protective Treatments for Masonry and Concrete offered by AECDaily – course identifies common water-related problems for masonry & concrete, describes protective treatments	1.0	1	
	2/11/2022	Concrete-Faced Continuous Insulation Systems offered by AECDaily – Design criteria for energy-efficient building using concrete-faced continuous insulation systems for low-slope roofing, walls, and foundations	1.0	1	
	2/4/2022	Exploring the Dos and Don'ts of Curtain Wall Transitions offered by SGH	1.0	1	
Illir Papa*	2/15/2022	Plated Truss Products Installation offered by Simpson Strong-Tie	.5	1	
	2/15/2022	Introduction to Joist and Beam Hangers offered by Simpson Strong-Tie	.5	1	
	2/15/2022	Mechanical Anchors offered by Simpson Strong-Tie	.5	1	
Lisa Hong*	2/16/2022	Improve IAQ, Reduce Carbon Emissions, and Save Energy through Performance-Based Ventilation Design	1.5	1	
Robert Borden	3/1/2022	FEMA Flood Insurance Webinar – new flood insurance rating method and what it means for Massachusetts and New Hampshire	2.0		
Charles Bado*	2/19/2022	Air Barriers and Vapor Retarders: The Conundrum – define air leakage & moisture movement, detrimental impact they can have on a structure in terms of indoor air quality, occupant comfort, & energy costs. Offered through AECDaily	1.25	1	
	2/13/2022	Reroofing Commercial Buildings: 2015 IECC Requirements – Reviews code requirements pertaining to commercial reroofing, impacts of retrofit const on energy efficiency. Offered by AECDaily	1.0	1	
James Cerone*	2/18/2022	Facades & Insulation: Uniting Fire & Thermal Performance – compares various core materials & focuses on what the code requires for metal cladding in terms of fire performance testing & results. Offered by AECDaily	1.0	1	
	2/17/2022	Basics of Moisture Movement Through the Building Enclosure – examines ways moisture can enter a structure & the role different moisture control layers that can prevent unwanted moisture infiltration. Offered by AECDaily	1.0	1	
	2/17/2022	Introduction to Firestopping – examines firestop systems and their role in saving lives and property, testing, technologies & products that help prevent the spread of fire, smoke, and toxic gases. Offered by AECDaily	1.0	1	
	2/14/2022	Cold Storage and Controlled Environments using Insulated metal Panels – how insulated panels perform the necessary functions to provide an effective-efficient building envelope & why they are suitable for use within temperature-controlled hygienic environments-where performance is critical. Offered by AECDaily	1.0	1	
Shukhrat Aziev Jeff Morash	2/9/2022	Window Installations: Best Practices offered through Shepley Wood (CSL CEU course)	2.0	1	
John Field*	2/15/2022	BCD236 Demobilizing Construction Sites Safely Using NFPA241 ICC#24141 offered by American Wood Council	1.0	1	
	10/9/2018	Seismic Design of Buildings – understand earthquake characteristics & seismic response, seismic design of steel, concrete, wood and masonry buildings, lateral force-resisting building elements, including diaphragms and shear walls offered by HalfMoon ICC# 17002	7.0	1	
Robert Rosier*	2/8/2022	BCD501 Essential Code Compliance in Light Wood Frame Construction: Fire Resistance Ratings ICC# 26750 offered by American Wood	2.0	1	
MBCIA	1/20/2022	110 Inspection overview with Sam Joslin	3.0	1	
	2/17/2022	Fire escapes with national Fire Escape Association	3.0	1	
Federation	2019	Monthly Meetings (1.0 per meeting)	1.0	1	
Federation	2022	Monthly Meetings (1.0 per meeting)	1.0	1	
BOWM	2/16/2022	Continued Review of proposed Amendments to 780 CMR Ch 1-3, 10 <sup>th</sup> Edition	3.0	1	
MetroWest	2/15/2022	Fire-Stopping & Inspections in Type VA construction	3.0	1	
District 12	2/1/2022	NODORO Building Systems	2.0	2	
District 4	1/26/2022	HVAC Manual J	2.0	1	

District 1	1/25/2022	9 <sup>th</sup> Ed. Residential Ch 3 – Amendment Notation & Review part 1	3.0	1	
District 8	2/8/2022	Commercial / Modular & New 40A3 Law	2.5	1	
Rick Vallarelli*	2/22/2022	Sustainable Design Through Daylighting – offered by AECDaily	1.0		
	2/22/2022	Improving Community Resilience with Resilient Water Management Strategies – Emerging Water management Planning, Conservation, Water Quality, and Wastewater Treatment Strategies – offered by AECDaily	1.0		
	2/23/2022	Sustainable Design with Redwood Timbers – offered by AECDaily	1.0		
	2/22/2022	Prefabricating Architectural Elegance – offered by AECDaily	1.0		
	2/24/2022	Bridging the Gap, Building Community Resilience – how emergency officials can increase their reach to residents when disasters strike – offered through the Town of Arlington	1.0		
	2/22/2022	Smoke Containment Strategies for Elevator Hoistways and Lobbies – offered by TotalDoor	1.0		
Richard Olsson*	2/23/2022	Fire Safety in High-Rise Structures – fire containment and how detection, suppression, and compartmentation – offered by AECDaily	1.25		
	2/23/2022	Reroofing Commercial Buildings: 2015 IECC Requirements – offered by AECDaily	1.0		
	2/23/2022	Specifying and Using Fire-Retardant-Treated Wood –	1.0	1	<b>C-3403*</b>
	2/23/2022	Thermal Bridging: Small Details with a Large Impact – how newer energy codes and standards address thermal bridging – offered by AECDaily	1.25		
	2/23/2022	An Introduction to Steel Deck Framing	1.0	1	<b>C-3813*</b>
	2/23/2022	Two-Hour Fire-Resistance-Rated Walls – offered by AECDaily	1.0		

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

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

Terry Avery	Local Inspector	BO-1919
David Betts	Building Commissioner	BO-1292
Thomas Carmody	Building Commissioner	BO-1492
James Dowd	Local Inspector	BO-0169
Norman Franks	Local Inspector	BO-1968
Marc Guillemette	Building Commissioner	BO-2003
Stephen Melanson	Building Commissioner	BO-0016
Peter Munro	Local Inspector	BO-1432
Paul Starratt	Local Inspector	BO-0695
Daniel Weber	Local Inspector	BO-2009
Allan Fraser	Local Inspector	BO-0205

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

b. For Informational purposes:

There are currently:

- \* Active and Retired: 782 certified building inspectors
  - o 462 Inspector of Buildings
  - o 320 Local
- \* Active ONLY: 612 certified building inspectors
  - o 323 Inspector of Buildings
  - o 231 Local
  - o 58 Conditional local building inspectors
- \* Qualifications Approved
  - o 708 individuals' qualifications have been approved to take the exams, not currently affiliated
- \* **643** certified building inspectors required to have 45 credit hours (see attached)
  - o **32** Less than 45 credit hours
- \* **197** certified building inspectors required to have less than 45 credit hours – conditional or certified within current training cycle (see attached)
  - o **7** Less than required credit hours

c. Anonymous complaint received an individual, appointed as a Building Commissioner and certified as a Local Inspector , was overheard stating 'he will not be taking any more exams. Let them come down on me'

- o Should have requested an extension in 2020
  - 2 Building Commissioners
  - 9 Local Inspectors
- o Should have been requested an extension in 2021
  - 2 Building Commissioners
  - 5 Local Inspectors

d. BOCC next meeting April 1, 2022 location Milford

e. Adjourn

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