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Division of Occupational Licensure
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Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Virtual
March 1, 2022 9:30 a.m.

Meeting called to order by the Chairman at 9:37 a.m. followed by roll call:

1. Roll Call – Committee members present

Bill Horrocks, Chairman - *BBRS Representative*
Jeffrey Clemons, Vice Chair - *Building Officials of Western Massachusetts Member, Pittsfield*
Henry Fontaine – *MetroWest Building Official Association*
John Naff - *Member At Large, Wrentham*
Michael Giampietro - *Member At Large, Millis*
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
Andrew Bobola - *Member At Large, Mattapoissett*
Bonnie Weeks - *Member At Large, Palmer*
Michael Clancy - *Southeastern Building Official's Association, Hingham*
Jennifer DeForge – *Member of Academia*

Committee members absent

Roger Fuller - *Massachusetts Municipal Association Representative*

Others Present:

Kimberly Spencer, Office of Public Safety and Inspections
Charles Kilb, DOL
Dan Walsh
Marc LaPointe
Kevin Ross

2. Members present reviewed minutes from the BOCC meeting on February 1, 2022: MOTION to was made by Jeff Clemons and seconded by John Naff. Vote was unanimous.
3. **Application for Certification Packets**
 - a. On a MOTION by John Naff and seconded Jeff Clemons it was unanimously VOTED to approve the application of **David Cody** (Town of Amherst) for certification in the capacity **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1969).
4. **Examination Approval Packets**
 - a. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Keith Calvin** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Based on education, Keith Calvin 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 John Naff and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **Robert Desrosiers** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Robert Desrosiers 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.
- c. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED to table the request of **Christopher Freitas** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee has requested Christopher Freitas to provide more information on his supervisory experience and all-around knowledge of the building code per MGL c 143 § 3.
- d. On a MOTION by Michael Giampietro and seconded by David Fuller it was unanimously VOTED to approve the request of **Joseph Neipp** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Joseph Neipp meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- e. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to approve the request of **Russell Sanford** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Russell Sanford meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- f. On a MOTION by David Fuller and seconded by John Naff it was unanimously VOTED to approve the request of **Harmanpreet Singh** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Harmanpreet Singh meets the minimum qualifications set forth by the BBRS for said position of local inspector 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 John Naff and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Daniel Britko** appointed to the position of **Local Inspector** for the **Town of Boxborough** on July 26, 2021. *NERF signed by Chair.*
- b. On a MOTION by Michael Clancy and seconded by Michael Giampietro it was VOTED to acknowledge the *New Employee Report Form* of **Robert Grillo** newly appointed to the position of **Building Commissioner** for the **Town of Marion** on February 22, 2022. *NERF signed by Town Administrator. Bill Horrocks recuses.*
- c. On a MOTION David Fuller and seconded by John Naff was unanimously VOTED to acknowledge the *New Employee Report Form* of **Russell Sanford** appointed to the position of **Local Inspector** for the **Town of Winthrop**. Appointed, not yet certified, on December 15, 2021. Twelve-month grace period expires December 31, 2022. *NERF signed by Town Manager.*

6. Extension Requests to be Certified Packets

R7.1.7.4-5 a conditional appointee may petition the Building Official Certification Committee (BOCC) using the Extension Request form for an extension of time to comply with the examination schedule of R7. Upon establishment of cause, the BOCC may grant such an extension of time as it may consider appropriate.

- a) On a MOTION by Jeff Clemons and seconded by Michael Giampietro it was unanimously VOTED to grant the request of **David Carlo (Town of Marshfield)** for a first extension of time to become certified as a local inspector. Said extension shall expire September 30, 2022.
- b) On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Blanca Granados-Medina (City of Waltham)** for a second extension of time to become certified as a local inspector. Said extension shall expire September 30, 2022.
- c) On a MOTION by Michael Clancy and seconded by Bonnie Weeks it was unanimously VOTED to grant the request of **Jorge Martins (City of Revere)** for a first extension of time to become certified as a local inspector. Said extension shall expire September 30, 2022.

7. Hearings

- a) On a **MOTION** by Michael Giampietro and seconded by Andy Bobola it was unanimously VOTED to take the testimony of **Glenn Langlois, Jr.** under advisement and to issue a response at a later date.

On a **MOTION** by John Naff and seconded by Michael Clancy, after further discussion and reviewing documentation submitted, it was unanimously VOTED to deny the request of **Glenn Langlois, Jr.** for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to find sufficient supervisory experience in building construction or design or education related to building construction or design to determine if Glenn Langlois has the minimum qualifications as defined by MGL c 143 § 3.

8. Review Application for Continuing Education

Members present reviewed the continuing education submitted; MOTION to approve, as amended, was made by Bonnie Weeks and seconded by Jeff Clemons. The vote was unanimous.

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	C-3894
Mike Turns	On going	Energy – Commercial Energy Code Enforcement Assistance for Municipal Code Officials	0		C-3895
	On going	Energy – Residential Energy Code Enforcement Assistance for Municipal Code Officials	0		C-3896
		Session highlights: <ul style="list-style-type: none"> Review of permit application documentation and other pre-application checklists and guidance to industry Guided plan review for a typical project using Mass Save developed Energy Checklists In-class review of actual plans and accompanying COMcheck compliance certificates Review of COMcheck inspection checklists Review of additional energy efficiency packages Review of final documentation checklists and information that must be received prior to issuing a certificate of occupancy Review of Mass Save tools			
Russ Wheeler	2/9/2022	Intro to Engineered Wood Products Design offered by Boise Cascade	1.0	1	C-3897
	1/12/2022	2015 IMC – Requirements for Mechanical Ventilation offered through New Hampshire Building Official Association	3.0	1	C-3898
Robert Rosier	2/7/2022	BCD210 Compliance Options for Buildings in Wildfire prone Areas offered by American Wood Council ICC# 5433	2.0	1	C-3899
Manuel Bettencourt*	11/14/2021	Overview of the Strong-Wall High-Strength Wood Shearwall offered by Simpson Strong-Tie	1.0	1	C-3900
Mark Kruzel*	2/13/2022	Sustainable Waterproofing Solutions offered by AECDaily	1.0	1	C-3901
	2/13/2022	Fireproofing Structural Steel	1.0	1	C-3902
	2/13/2022	Mineral Wool as a Continuous Insulation Solution	1.25	1	C-3903
	2/13/2022	Building Envelope Guidelines for Mass Timber	1.25	1	C-3904
	2/13/2022	Air Barriers and Vapor Retarders: The Conundrum	1.25	1	C-3905
	2/13/2022	Preservative-Treated Wood: Specification and Use	1.0	1	C-3906
	2/13/2022	Two-Hour Fire-Resistance-Rated Walls (course description has been requested for the above completed AECDaily courses)	1.0	1	C-3907
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	C-3908
	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	C-3909
	2/4/2022	Exploring the Dos and Don'ts of Curtain Wall Transitions offered by SGH	1.0	1	C-3910
Ilir Papa*	2/15/2022	Plated Truss Products Installation offered by Simpson Strong-Tie	.5	1	C-3911
	2/15/2022	Introduction to Joist and Beam Hangers offered by Simpson Strong-Tie	.5	1	C-3912
	2/15/2022	Mechanical Anchors offered by Simpson Strong-Tie	.5	1	C-3913

Lisa Hong*	2/16/2022	Improve IAQ, Reduce Carbon Emissions, and Save Energy through Performance-Based Ventilation Design	1.5	1	C-3914
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	1	C-3915
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	C-3905*
	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	C-3916
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	C-3917
	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	C-3918
	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	C-3919
	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	C-3920
Shukhrat Aziev Jeff Morash	2/9/2022	Window Installations: Best Practices offered through Shepley Wood (CSL CEU course)	2.0	1	C-3921
John Field*	2/15/2022	BCD236 Demobilizing Construction Sites Safely Using NFPA241 ICC#24141 offered by American Wood Council	1.0	1	C-3922
	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	C-3923
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	C-3924
MBCIA	1/20/2022	110 Inspection overview with Sam Joslin	3.0	1	MB-0122
	2/17/2022	Fire escapes with national Fire Escape Association	3.0	1	MB-0222
Federation	2019	Monthly Meetings (1.0 per meeting)	1.0	1	UPDATE
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 th Edition	3.0	1	WM-0222
MetroWest	2/15/2022	Fire-Stopping & Inspections in Type VA construction	3.0	1	MW-0222
District 12	2/1/2022	NODORO Building Systems	2.0	2	A12-0222
District 4	1/26/2022	HVAC Manual J	2.0	1	D4-0122
District 1	1/25/2022	9 th Ed. Residential Ch 3 – Amendment Notation & Review part 1	3.0	1	D1-0222
District 8	2/8/2022	Commercial / Modular & New 40A3 Law	2.5	1	D8-0222
Rick Vallarelli*	2/22/2022	Sustainable Design Through Daylighting – offered by AECDaily	1.0		C-3925
	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		C-3926
	2/23/2022	Sustainable Design with Redwood Timbers – offered by AECDaily	1.0		C-3927
	2/22/2022	Prefabricating Architectural Elegance – offered by AECDaily	1.0		C-3928
	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		C-3929

	2/22/2022	Smoke Containment Strategies for Elevator Hoistways and Lobbies – offered by TotalDoor	1.0		C-3930
Richard Olsson*	2/23/2022	Fire Safety in High-Rise Structures – fire containment and how detection, suppression, and compartmentation – offered by AECDaily	1.25		C-3931
	2/23/2022	Reroofing Commercial Buildings: 2015 IECC Requirements – offered by AECDaily	1.0		C-3916*
	2/23/2022	Specifying and Using Fire-Retardant-Treated Wood –	1.0	1	C-3403*
	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		C-3932
	2/23/2022	An Introduction to Steel Deck Framing	1.0	1	C-3813*
	2/23/2022	Two-Hour Fire-Resistance-Rated Walls – offered by AECDaily	1.0		C-3907*

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

On a MOTION by Michael Clancy and SECONDED by Bonnie Weeks it was unanimously VOTED to accept the request to *Voluntarily Surrender* the above Building Official Certification.

- 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. Discussion amongst members regarding an 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' . Letters were mailed, for a response by March 25, 2022, for the following *Conditional* or *Certified* inspectors who have not successfully passed the required exams to be certified. Any inspector who does not respond will be listed on the April 5, 2022 agenda.

- Should have requested an extension in 2020
 - 2 Building Commissioners
 - 9 Local Inspectors
 - Should have been requested an extension in 2021
 - 2 Building Commissioners
 - 5 Local Inspectors
- d. BOCC next meeting April 5, 2022 location Milford
- e. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously voted to adjourn.