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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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ROBERT ANDERSON
ADMINISTRATOR

Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE

Sturbridge Public Safety Building, 346 Main Street

Sturbridge, MA

August 1, 2018 9:00 a.m.

Meeting called to order by the Chairman at 9:06 a.m. followed by roll call:

1. Roll Call

- | | | |
|---|----------------------------------|---------------------------------|
| a. Donald R. Torrico, Chairman
<i>-Building Officials of Western Massachusetts Member, Adams</i> | ✓ present | <input type="checkbox"/> absent |
| b. Matthew Hakala, Vice Chairman
<i>-Member At Large, Westford</i> | ✓ present | <input type="checkbox"/> absent |
| c. Jeff Richards
<i>-Massachusetts Building Commissioner's Association, Weymouth</i> | <input type="checkbox"/> present | ✓ absent |
| d. Robert Speroni
<i>-MetroWest Building Officials Association, Hopedale</i> | ✓ present | <input type="checkbox"/> absent |
| e. Bonnie Weeks
<i>- Member At Large, Palmer</i> | <input type="checkbox"/> present | ✓ absent |
| f. Andrew Bobola
<i>- Member At Large, Mattapoisett</i> | <input type="checkbox"/> present | ✓ absent |
| g. Michael Clancy
<i>- Southeastern Building Official's Association, Hingham</i> | ✓ present | <input type="checkbox"/> absent |
| h. Michael Giampietro
<i>-Member At Large, Millis</i> | ✓ present | <input type="checkbox"/> absent |
| i. Roger Fuller
<i>- Massachusetts Municipal Association Representative</i> | ✓ present | <input type="checkbox"/> absent |
| j. David Lenzie
<i>- Member from Academia</i> | ✓ present | <input type="checkbox"/> absent |
| k. Bill Horrocks
<i>- BBRS Representative</i> | ✓ present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, Office of Public Safety
Kevin Scanlon, Department of Professional Licensure

2. The minutes from the BOCC meeting on **June 6, 2018**, were reviewed by members present; MOTION to approve these minutes was made by **Michael Clancy**, and seconded by **Mathew Hakala**.



3. Application for Certification Packets

- a. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Mark Arruda** (City of Attleboro) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2019).
- b. On a MOTION by Matthew Hakala and seconded by Roger Fuller it was unanimously VOTED to approve the application of **Raymond Chelsey** (Town of Harwich) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1935).
- c. On a MOTION by Michael Clancy and seconded by David Lenzie it was unanimously VOTED to approve the application of **David Gardner** (City of Chicopee) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1880).
- d. On a MOTION by Matthew Hakala and seconded by Michael Giampietro it was unanimously VOTED to approve the application of **Philip J. Harris** (Town of Orange) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2083).
- e. On a MOTION by David Lenzie and seconded by Roger Fuller it was unanimously VOTED to approve the application of **William Hezlitt** (Town of Westborough) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2123).
- f. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was VOTED to approve the application of **Max Kasper** (Town of Swampscott) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1937). Bill Horrocks opposed.
- g. On a MOTION by Michael Giampietro and seconded by David Lenzie it was unanimously VOTED to approve the application of **Peter Kenny** (City of Boston) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2118).
- h. On a MOTION by Matthew Hakala and seconded by David Lenzie it was unanimously VOTED to approve the application of **Mark Tolman** (No Affiliation) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2043).
- i. On a MOTION by Michael Giampietro and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Richard Travers** (Town of Ashburnham) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1505).
- j. On a MOTION by Michael Giampietro and seconded by Roger Fuller it was unanimously VOTED to approve the application of **Branden Vigneault** (City of Cambridge) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2084).

4. Examination Approval Packets

- a. On a MOTION by Michael Clancy and seconded by Roger Fuller it was VOTED to grant the request of **Lauren Guba** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Ms. Guba 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. Michael Giampietro and Robert Speroni opposed.
- b. On a MOTION by Roger Fuller and seconded by David Lenzie it was unanimously VOTED to grant the request of **James Herland** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Herland 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 Roger Fuller and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Ralph Kurpeski** (City of Boston) for approval to take the required exams to become certified as a building code enforcement official. Mr. Kurpeski 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.
- d. On a MOTION by Bill Horrocks and seconded by Michael Giampietro it was unanimously VOTED to **deny** the request of **Jacob Lazzara** (City of Cambridge) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Lazzara meets the minimum qualifications as defined by MGL c 143 § 3. Examination Approval form indicated he was currently appointed in the City of Cambridge, the New Employee Report has since been received. A hearing will be scheduled September 5, 2018 for Mr. Lazzara as well as Ranjit Singanayagam Building Commissioner for the City of Cambridge will be required to appear.
- e. On a MOTION by Michael Clancy and seconded by Matthew Hakala it was unanimously VOTED to grant the request of **Stavroula Orfanos** (City of Salem) for approval to take the required exams to become certified as a building code enforcement official. Ms. Orfanos 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 Michael Clancy and seconded by Roger Fuller it was unanimously VOTED to **deny** the request of **Raymond Paolucci** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Paolucci meets the minimum qualifications as defined by MGL c 143 § 3.
- g. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was unanimously VOTED to grant the request of **David Purcell** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Purcell 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.
- h. On a MOTION by Bill Horrocks and seconded by David Lenzie it was unanimously VOTED to **deny** the request of **Steven Quist** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Quist meets the minimum qualifications as defined by MGL c 143 § 3.
- i. On a MOTION by Matthew Hakala and seconded by Michael Giampietro it was unanimously VOTED to grant the request of **Andrew Stewart** (Town of Marshfield) for approval to take the required exams to become certified as a building code enforcement official. Mr. Stewart 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.
- j. On a MOTION by Michael Giampietro and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Richard Touchette** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Touchette 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.
- k. On a MOTION by Bill Horrocks and seconded by Robert Speroni it was unanimously VOTED to **deny** the request of **Nicholas Tranghese** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Tranghese meets the minimum qualifications as defined by MGL c 143 § 3.

5. New Employee Report Form Packets

- a. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was VOTED to acknowledge the *New Employee Report Form* **Gary Allard** appointed to the position of **Local Inspector** for the Town of Auburn. Appointed, not yet certified, on June 25, 2018. Twelve month grace period expires June 30, 2018, previously appointed to same position. *NERF signed by Town Manager.* Bill Horrocks opposed.
- b. On a MOTION by Michael Giampietro and seconded by Matthew Hakala it was VOTED to acknowledge the *New Employee Report Form* of **Joseph Atchue** newly appointed to the position of **Local Inspector** for the Town of Acton on May 10, 2018. *NERF signed by Town Manager.* Bill Horrocks opposed.

- c. On a **MOTION** by Robert Speroni and seconded by Michael Clancy it was unanimously **VOTED** to not acknowledge the *New Employee Report Form* of **Stephen DeMarco** appointed to the position of **Local Inspector** for the City of Framingham. Appointed, not yet certified, on May 7, 2018. Twelve month grace period expires May 31, 2019. *NERF signed by Mayor.*
- d. On a **MOTION** by Matthew Hakala and seconded by Michael Giampietro it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jeremiah Folkard** newly appointed to the position of **Building Commissioner** for the Town of Marshfield. Appointed, not yet certified, on July 2, 2018. Eighteen month grace period expires September 30, 2019, previously appointed to same position. *NERF signed by Town Chair.*
- e. On a **MOTION** by Robert Speroni and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Ralph Kurpeski** newly appointed to the position of **Local Inspector** for the city of Boston. Appointed, not yet certified, on May 28, 2018. Twelve month grace period expires May 31, 2019. *NERF signed by Inspector of Buildings.*
- f. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Ronald Laurin** newly appointed to the position of **Local Inspector** for the Town of Blandford. Appointed, not yet certified, on May 21, 2018. Twelve month grace period expires May 31, 2019. *NERF signed by Chair.*
- g. On a **MOTION** by Michael Clancy and seconded by Roger Fuller it was **VOTED** to acknowledge the *New Employee Report Form* of **Peter McLaughlin** newly appointed to the position of **Building Commissioner** for the Town of Watertown on May 21, 2018. *NERF signed by Town Manager.* Bill Horrocks opposed.
- h. On a **MOTION** by Matthew Hakala and seconded by Roger Fuller it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Stavroula Orfanos** newly appointed to the position of **Local Inspector** for the City of Salem. Appointed, not yet certified, on May 24, 2018. Twelve month grace period expires May 31, 2019. *NERF signed by Mayo.*
- i. On a **MOTION** by Matthew Hakala and seconded by Michael Giampietro it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Vincent Sarnosky** newly appointed to the position of **Local Inspector** for the City of Framingham. Appointed, not yet certified, on July 2, 2018. Twelve month grace period expires July 31, 2019. *NERF signed by Mayor.*
- j. On a **MOTION** by Michael Clancy and seconded by Roger Fuller it was **VOTED** to acknowledge the *New Employee Report Form* of **Andrew Stewart** newly appointed to the position of **Local Inspector** for the Town of Marshfield. Appointed, not yet certified, on July 1, 2018. Twelve month grace period will expire July 31, 2019. *NERF signed by Town Administrator.* Bill Horrocks opposed.
- k. On a **MOTION** by Matthew Hakala and seconded by Roger Fuller it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Owen Wright** newly appointed to the position of **Local Inspector** for the Town of New Marlborough. Appointed, not yet certified, on July 1, 2018. Twelve month grace period expires July 31, 2019. *NERF signed by Chairman.*

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Roger Fuller and seconded by Michael Giampietro it was unanimously **VOTED** to grant the request of **Timothy Aicardi (Town of Bellingham)** for a second extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire February 28, 2019.
- b. On a **MOTION** by David Lenzie and seconded by Roger Fuller it was unanimously **VOTED** to grant the request of **Gary Allard (Town of Auburn)** for a first extension of time to become certified as a local inspector. Said extension shall expire February 28, 2019.
- c. On a **MOTION** by Matthew Hakala and seconded by David Lenzie it was unanimously **VOTED** to grant the request of **Jeffrey Chandler (No Affiliation)** for a first extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire February 28, 2019.
- d. On a **MOTION** by Michael Clancy and seconded by Roger Fuller it was unanimously **VOTED** to grant the request of **Robert Kelly (Town of Pepperell)** for a first extension of time to become certified as a local inspector. Said extension shall expire February 28, 2019.

- e. On a MOTION by Michael Giampietro and seconded by David Lenzie it was unanimously VOTED to grant the request of **Sean Lydon (City of Boston)** for a first extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire February 28, 2019.
- f. On a MOTION by Matthew Hakala and seconded by Roger Fuller it was unanimously VOTED to grant the request of **David Roberts (FRCOG)** for a first extension of time to become certified as a local inspector. Said extension shall expire February 28, 2019.

7. Hearings

- a. On a MOTION by Robert Speroni and seconded by David Lenzie it was unanimously VOTED to uphold the previous denial of **Dolores Dibrindisi (No Affiliation)**, BOCC 12-2018 qualifications. Based on Ms. Dibrindisi's testimony, along with testimony from Timothy Neyhart, Building Inspector Town of Hadley and Mr. Paul Tacy, Building Inspector Town of Chesterfield, and additional information submitted the Committee cannot substantiate the minimum five years' experience in supervisory capacity, therefore, determines Ms. Dibrindisi does not meet the minimum qualifications as defined by MGL c 143 § 3.

8. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve, as amended, was made by Michael Giampietro and seconded by Robert Speroni. MOTION passed by unanimous vote.

Name	Date	Course Description	CEU's	Cat	Course Number
MBCIA	Jan 25, 2018	Department of Fire Services Statin Night Club Fire	2.5	1	MB-0118
	Feb 15, 2018	40A Zoning with J. Talerman	2.5	1	MB-0218
	Mar 15, 2018	Tom Hopkins AAB	2.5	1	MB-0318
	Apr 19, 2018	Residential Energy Training	3.5	1	MB-0418
	May 17, 2018	Code Red on Existing Buildings and Fire Safety	2.5	1	MB-0518
MetroWest	May 15, 2018	Introducing the 2015 ISPSC	2.0	1	MW-0518
OPSI	June 13, 2018	2015 IRC 9 th Ed of the Mass Building Code w/Rob Anderson	2.0	1	C-3071
ICC	Jul 30-31, 2018	Design Professional Institute: Occupancy Classification, Height and Area, Fire Safety, Sprinklers, means of Egress, Accessibility	10.0	1	To be assigned when Certificates are received
	July 9-11, 2018	47-Reinforced Concrete Special Inspector Certification Test Academy: general requirements, concrete quality, reinforcement, formwork, joints and embeds and concrete placement, protection and curing of the special inspection certification exam	10.0	1	To be assigned when Certificates are received
David McRae	June 14, 2018	Fire-Resistance Design Primer for Mass Timber Construction PM (DES602-1) ICC# 16198	1.0	1	C-3072
	July 11, 2018	Building Enclosure Design: Fundamentals, components and Assemblies offered by Wood Works ICC# 14617	1.0	1	C-3073
	July 12, 2018	Wood Shear Wall Seismic and Wind Design Example per 2015 WFCM and 2015 SDPWS PM DES413-5 offered by American Wood Council ICC# 16103	1.5	1	C-3074
ICC	Oct 21-23, 2018	2018 Annual Conference Richmond, VA <i>Approve individual certificates as they are received</i>	10.0	1	To be assigned when Certificates are received
William Forte	Nov 14-16, 2017	The Compliance Through Collaboration event hosted by NFPA: Day One - Life cycle of a building (5.0 hrs) Day Two - Review NFPA Standards 241 and 51B (1.5 hrs) Construction Site safety Presentations (2.5 hrs) Day three - Review NFPA 855 (1.5 hrs) Energy Storage System presentations (1.5 hrs)	7.5	1	C-3075

		PV presentation (1.0 hrs)			
SEMBOA	June 13, 2018	Lateral Wall Bracing presented by Lars Jensen	2.5	1	SE-0618
	July 11, 2018	110 & 304 Inspections presented by 4 Leaf	2.5	1	SE-0718
	May 9-10, 2018	SEMBOA submitted a list of attendees for each day when the attendee registered - the attendees did not scan out at the end of the day. They were not able to submit individual scans for each course. This seminar was previously approved for 1.5 hrs per class.	TABLE		
J. Wojciechowicz	May 29, 2018	2018 Hurricane Preparedness Webinar offered by MEMA	2.0	1	C-3076
Gregory Arvanitis	May 23, 2018	Smoke Control, An Overview with a Discussion of the Benefits of Firestopping Webinar offered by FCIA	1.0	1	C-3077
Michael Turns - PSD	June 27, 2018	Energy - Residential Air Barriers and Insulation Installation	1.0	1	C-3078
	June 27, 2018	Energy - COMcheck for Existing buildings	1.0	1	C-3079
	July 25, 2018	Energy - Residential HVAC Sizing: Manual J & S	1.0	1	C-3080
	July 25, 2018	Energy - Commercial Building Solar Ready Requirements	1.0	1	C-3081
Stephen Brodo	Apr 30 - May 1, 2018	FPAM Annual Conference	6.0	1	C-3082
District 1	June 27, 2018	Lenox - IBC, IRC and Mass Amendments	3.0	1	D1-0618
District 5	Feb 8, 2018	Medway - Chapter 1 Review	3.0	1	D5-0218
	June 6, 2018	Franklin - Chapter 26C & Emergency Lockdown	3.0	1	D5-0618
District 11	June 5, 2018	Holbrook - Driveways / Zoning	2.0	1	D11-0618
District 12	May 30, 2018	Lakeville - Open discussion on 9 th Edition of Mass Bldg Code	2.0	1	D12-0518
Denis Lipka		Instructor for Central MA Builders Association			
		CSL Exam Prep 2015 - 2017	10.0	2	NO#
		CSL Cont Ed 9 th Ed 1 & 2 Family Dwelling - 2018 (will be used for 2017 training cycle)	10.0	2	NO#
		Building plan review, building code consulting, preparation of code reviews for building permit applications	0		
MetroWest/4Leaf	June 6, 2018	Fire Stopping - Plan Review & Inspections w/ Brice Miller ICC#16214	6.0	1	C-3083
MetroWest	June 19, 2018	MetroWest NFPA 72 requirements for installation and inspections presented by Steve Prior	3.0	1	MW-0618
Maurice Pilette	2015-2017	Sprinkler System Plan Review 2 days - instructor two sessions 2015-2017	0		
	2015-2016	Understanding, Applying and Enforcing NFPA 25 2012 1 day - instructor 3 sessions 2015 - 2016	0		
	Apr 13-15, 2015	Boston Fire Department High Rise Seminar 3 days - instructor	0		
	2015-2017	Rough and Final Inspections 1day - instructor 6 sessions 2015 - 2017	0		
	June 20, 2016	Inspections and Sprinkler Protected Occupancies 1 day - instructor 1 session	0		
	2016-2017	NFPA 13, 13R, 13D & 14 Update 2013 1 day - instructor 3 sessions 2016 - 2017	10.0	2	NO#
	Mar 2, 2016	Inspection, Testing and maintenance for the Building Owner 1 day - instructor 1 session 2016	0		
	Apr 8, 2016	Understanding, Applying and Enforcing NFPA 13D - 1 day - instructor 1 session 2016	10.0	2	NO#
	2016	Rough & Final Inspections for Fire Sprinkler Systems - 1 day - instructor 2 sessions 2016	0		
	Apr 20, 2016	Fire Service mains and Their Appurtenances - 1 day - instructor 1 session 2016	0		
	Apr 23, 2016	Sprinkler Systems Installation Requirements - 1 day - instructor 1 session 2016	0		
	Sep 9, 2016	Coordinating NFPA 25 & 72 Inspection, Testing & Maintenance Requirements - 1 day - instructor 1 session	10.0	2	NO#
Dana MacAllister	May 30-31, 2018	2018 IBC Transition from the 2012 IBC offered in Las Vegas	0		C-3084
James Badera	Jan 31, 2018	Code Compliant Connections and Solutions offered by Simpson Strong Tie	6.0	1	C-3085

Robert Murgia	June 25, 2018	2015 Commercial Building Inspector: Floor Construction ICC# 11739	1.0	1	IC-306
	June 25, 2018	2015 Commercial Building Inspector: Footings and Foundations ICC# 11738	1.0	1	IC-307
	June 27, 2018	2015 Commercial Building Inspector: Wall construction and coverings ICC# 11740	1.0	1	IC-308
	June 27, 2018	2015 Commercial Building Inspector: Public Safety and Special Construction ICC# 11742	1.0	1	IC-309
Tom Gatzunis	June 18, 2018	Linoleum 101 offered by Forbo Flooring Systems	0		C-3086

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

- a. For Informational purposes:
There are currently 747 certified building inspectors -- 308 Local - 439 Inspector of Buildings
- b. Review *Application for Continuing Education Out of State Attendance (Attachment B)*.
It was suggested out of state information be combined in the current Attachment B. Will review again September 5, 2018
- c. Request to *Voluntarily Surrender* Building Official Certification:

George Kincaid	Local Inspector	BO-0715
Donald Moquin	Local Inspector	BO-0571
Anthony Torra	Building Commissioner	BO-1898
Ronald Wetmore	Building Commissioner	BO-0040

- d. Currently unaffiliated or have retired:

Richard Bosini	Local Inspector	BO-1099	0 (2017)
Richard Manfredi	Building Commissioner	BO-0429	3 (2017)
John R. Oleksak	Building Commissioner	BO-1527	4 (2017)

- e. Returned as *Unable to Forward*:

Mark Brodeur	Building Commissioner	BO-1667	0 (2017)
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- f. List of Building Officials with less than 45 credit hours for the training cycle ending December 2017 (41)

- i) Currently affiliated – non-compliant (7)

Hearing notice will be sent to the Building Official and their Appointing Authority for September 5, 2018

Discussion with regards to preventing a non-compliant building official (not acquiring the required 45 hours by the end of the training cycle) from working as a building official until their credit hours are up to date.

- Should not be difficult acquiring the required 45 hours within three years
- Building Official ID renewals were mailed out the end of September 2017, providing everyone enough time to achieve the 45 hours by December 31, 2017; Updates are also mailed once a year during the training period
- Some Cities and Town will not approve time during the work day to attend meetings/trainings/seminars
- Online classes are available for individuals to take and CSL continuing education courses are available online or in a classroom
- Building Officials who have at least 40 credit hours have been renewed at the end of the previous cycle. Credit hours completed after the renewal will be added to the 2017 training cycle until the required 45 credit hours is met.
 - Committee members are uncomfortable with this practice. If the Building Official had additional credit hours from the previous cycle to cover the current cycle, renewing

would be acceptable. A list of building officials renewed and still below 45 credit hours will be available for the September 5, 2018 meeting

- The city/town should be notified the building official is in non-compliance as of December 31, 2017.
 - This is not done because all sign-in sheets are not received in a timely manner
 - Suggestions on time frames for submitting sign-in sheets or proof of attendance will be discussed at the BOCC meeting scheduled for September 5, 2018
- ii) Continuing Education to review (3) No Action taken at this time, will be reviewed September 5, 2018. The information was received the day prior to the meeting
- iii) Retired – Letter received (6) As listed above – letters will be sent acknowledging their retirement
- A hearing is required for individuals who have not responded to earlier letters mailed inquiring about their intent on maintaining their building official certification
- iv) Medical to be reviewed (3) No Action taken at this time
- v) Retirement – Lack of CEU's letter mailed – *No Response* (19) Hearings will be scheduled for September 5, 2018
- g. Conditional Inspectors beyond their grace periods
- Hearings for John Gibney, Michael Nee and Sibel Asantugrul will be scheduled for October 3, 2018
 - Gregory Cefalo, City of Gloucester, has been appointed twice as a local inspector, without passing the exams to be certified as a local inspector, and then transferred to Zoning Officer. A request will be made to the Administrator to have a State Building Inspector visit the City of Gloucester.
- h. Clarify staffing positions within a department chiefly Alternate Building Inspectors Language already in MGL 143 § 3. No further action taken
- i. Denis Nadeau decision Will be mailed
- j. Town of Littleton Rob Anderson, Administrator, will be sending a reprimand to Roland Bernier, Building Commissioner Town of Littleton, Appointing Authority will be copied
- k. MFBO request for CEU credits 3 credit hours will be given for each meeting attended

NEW BUSINESS:

Michael Giampietro began a discussion to offering *Mentoring Program*. This was discussed at the MFBO and would like the BOCC's view on the subject. There will be a three member subcommittee, Mike Giampietro, Joe Atchue and Fred Lonardo, who will do extensive research on a program currently being offered in Michigan. BOCC Members indicated this would be a good idea. Mentors would be able to receive credit hours for volunteering. Once the research has been completed a proposal will be reviewed and presented to the BBRS.

During the discussion the topic to mandate local inspectors work in said position for two or three years prior to being appointed to the position of Building Commissioner was debated. This question will be asked at the Association Meetings for member opinions. The next step would be for a code change proposal.

BOCC members will discuss various factors on *how to define 5 years' supervisory experience* at the September 5, 2018 meeting.

Next meeting scheduled for **September 5, 2018**, Sturbridge, MA