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Division of Occupational Licensure
Office of Public Safety and Inspections**
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REGULATION

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

Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Charlton Public Library
40 Main Street
Charlton, MA
February 7, 2023 9:45 a.m.

Meeting called to order by the Chairman at 9:46 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 Clancy - *Southeastern Building Official's Association, Hingham*
David Fuller - *Massachusetts Building Commissioner's Association, Lowell*
Andrew Bobola - *Member At Large, Mattapoisett*

Committee members absent

Michael Giampietro - *Member At Large, Millis*
Bonnie Weeks - *Member At Large, Palmer*
Jennifer DeForge – *Member of Academia*
Vacant - *Massachusetts Municipal Association Representative*

Staff Present:

Kimberly Spencer, Office of Public Safety and Inspections
Charles Kilb, DOL
Lisa Barros, Office of Public Safety and Inspections
Marty Edwards, Office of Public Safety and Inspections

2. Members present reviewed minutes from the BOCC meeting on January 3, 2023: MOTION to approve these minutes was made by John Naff and seconded by Michael Clancy.

3. Application for Certification Packets

- a. On a MOTION by Jeff Clemons and seconded Michael Clancy it was unanimously VOTED to approve the application of **Lawrence Hester** (No Affiliation) for certification in the capacity **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-0271).



- b. On a MOTION by Michael Clancy and seconded John Naff it was unanimously VOTED to approve the application of **Timothy Travers** (No Affiliation) for certification in the capacity **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2333).
- c. On a MOTION by Dave Fuller and seconded Henry Fontaine it was unanimously VOTED to approve the application of **Michael Ciampa** (Town of Arlington) 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-2116).
- d. On a MOTION by Andy Bobola and seconded Dave Fuller it was unanimously VOTED to approve the application of **F. Davis Walters** (Town of Brewster) for certification in the capacity **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2234).
- e. On a MOTION by John Naff and seconded Henry Fontaine it was unanimously VOTED to approve the application of **Andrew Mavrelis** (Town of Newton) 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-2261).
- f. On a MOTION by Dave Fuller and seconded Andy Bobola it was unanimously VOTED to approve the application of **Kevin O'Neil, Jr.** (Town of Barnstable) for certification in the capacity **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2318).
- g. On a MOTION by Henry Fontaine and seconded Michael Clancy it was unanimously VOTED to approve the application of **James Pike** (Town of Georgetown) 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-2308).
- h. On a MOTION by Michael Clancy and seconded Jeff Clemons it was unanimously VOTED to approve the application of **Matthew Rossi** (Town of Oak Bluffs) 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-2244).

4. Examination Approval Packets

- a. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to DENY the request of **Slater Panosian** (No Affiliation) 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 in Slater Panosian's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- b. On a MOTION by Dave Fuller and seconded by John Naff it was VOTED to grant the request of **Dean Bliss** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Dean Bliss 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. Bill Horrocks opposed.
- c. On a MOTION by Jeff Clemons and seconded by Dave Fuller it was VOTED to DENY the request of **Kyle Tucker** (Town of Hudson) 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 in Kyle Tucker's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3. John Naff and Bill Horrocks opposed.
- d. On a MOTION by John Naff and seconded by Dave Fuller it was unanimously VOTED to DENY the request of **Benjamin Lebowitz** (No Affiliation) 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 in Benjamin Lebowitz's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- e. On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **Daniel Otto** (No Affiliation), based on education, for approval to take the required exams to become certified as a building code enforcement official. Daniel Otto 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.

- f. On a MOTION by Dave Fuller and seconded by Henry Fontaine it was unanimously VOTED to grant the request of **Alberto Medina-Florez** (No Affiliation), pending receipt of proof of his degree, for approval to take the required exams to become certified as a building code enforcement official. Once proof of his architectural degree is received Alberto Medina-Florez will meet the minimum qualifications, based on education, set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and will be granted permission to proceed with the required examination process.
- g. On a MOTION by John Naff and seconded by Henry Fontaine it was unanimously VOTED to DENY the request of **Michelle Haska** (No Affiliation) 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 in Michelle Haska's résumé to determine if they have the minimum qualifications as defined by MGL c 143 § 3.
- h. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Gregory Monka** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Gregory Monka 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.
- i. On a MOTION by Dave Fuller and seconded by Andy Bobola it was VOTED to grant the request of **William Martin** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. William Martin 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. Jeff Clemons opposed.
- j. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was VOTED to grant the request of **Geoffrey Brooks** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Geoffrey Brooks 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. John Naff abstains.
- k. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Zachary Desjourdy** (No Affiliation), pending receipt of proof of his degree, for approval to take the required exams to become certified as a building code enforcement official. Once proof of his degree is received Zachary Desjourdy will meet the minimum qualifications, based on education, set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and will be granted permission to proceed with the required examination process. *Copy of degree was received.*
- l. On a MOTION by Jeff Clemons and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Brendan Keane** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Brendan Keane 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.

5. New Employee Report Form Packets

- a. On a MOTION by John Naff and seconded by Dave Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Leo Tuccinardi** appointed to the position of **Local Inspector** for the **City of Cambridge** on June 20, 2022. *NERF signed City Manager.*
- b. On a MOTION John Naff and seconded by Dave Fuller it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Kerry Glass** appointed to the position of **Local Inspector** for the **Town of Hanson** on January 11, 2023. *NERF signed by Chair.*
- c. On a MOTION John Naff and seconded by Dave Fuller it was VOTED to TABLE the *New Employee Report Form* of **Jeff Gougeon** appointed to the position of **Local Inspector** for **FCCIP** (Franklin County Cooperative Inspection Program). Appointed, not yet certified, on February 14, 2022. Twelve-month grace period will expire February 28, 2023. *NERF signed by Executive Director.*
- d. On a MOTION John Naff and seconded by Dave Fuller it was unanimously VOTED to take No Action the *New Employee Report Form* of **Frederick Heim's** position of **Local Inspector** for the **Town of Blackstone**. Frederick has not been appointed to said position.
- e. On a MOTION Michael Clancy and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Peter McLaughlin** appointed to the position of **Local Inspector** for the **City of Cambridge** on May 23, 2022. *NERF signed by City Manager.*

- f. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to table the *New Employee Report Form* of **Kyle Tucker** appointed to the position of **Local Inspector** for the **Town of Hudson** on December 17, 2022. Kyle's qualifications were denied, a hearing will be scheduled for March 7, 2023. *NERF signed by Chairman.*
- g. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to acknowledge the *New Employee Report Form* of **Ken Minasian** appointed to the position of **Local Inspector** for the **City of Malden**. Appointed, not yet certified, on January 16, 2023. Twelve-month grace period expires January 31, 2024. *NERF signed by Mayor.*
- h. On a MOTION Michael Clancy and seconded by Jeff Clemons was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brendan Keane** appointed to the position of **Local Inspector** for the **City of Boston**. Appointed, not yet certified, on October 17, 2022. Twelve-month grace period expires October 31, 2023. *NERF signed by Building Commissioner.*
- i. On a MOTION John Naff and seconded by Dave Fuller was unanimously VOTED to table the *New Employee Report Form* of **Slater Panosian** appointed to the position of **Local Inspector** for the **Town of Belmont** on December 5, 2022. Slater's qualifications were denied, a hearing will be scheduled for March 7, 2023. *NERF signed by Chairman.*
- j. On a MOTION Jeff Clemons and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Adam Petkus** appointed to the position of **Local Inspector** for the **Town of Oak Bluffs** on January 7, 2022. *NERF signed by Chair.*
- k. On a MOTION Jeff Clemons and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Matthew Rossi** appointed to the position of **Building Commissioner** for the **Town of Oak Bluffs** on November 22, 2022. *NERF signed by Chair.*
- l. On a MOTION Dave Fuller and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Barry Ringler** appointed to the position of **Local Inspector** for the **Town of Milton** on November 21, 2022. *NERF signed by Town Administrator.*
- m. On a MOTION Michael Clancy and seconded by Jeff Clemons it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Charles Dunton** appointed to the position of **Local Inspector** for the **City of Worcester**. Appointed, not yet certified, on January 23, 2023. Twelve-month grace period expires January 31, 2023. *NERF signed by City Manager.*
- n. On a MOTION Henry Fontaine and seconded by John Naff it was unanimously VOTED to acknowledge the *New Employee Report Form* of **William Forte** appointed to the position of **Building Commissioner** for the **City of Medford** on October 17, 2022. *NERF signed by Mayor.*
- o. On a MOTION John Naff and seconded by Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Kevin Lagimonier** appointed to the position of **Building Commissioner** for the **City of Holyoke**. Appointed, not yet certified, on January 13, 2023. Eighteen-month grace period expires July 31, 2024. *NERF signed by Mayor.*

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 John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Joseph O'Callahan (Town of Lynnfield)** for a third and final extension of time to become certified as a building commissioner. Said extension shall expire February 15, 2023, as requested.
- b) On a MOTION by Jeff Clemons and seconded by Andy Bobola it was unanimously VOTED to grant the request of **Frank Caridi (Town of Easton)** for a second extension of time to become certified as a local inspector. Said extension shall expire August 31, 2023.
- c) On a MOTION by John Naff and seconded by Jeff Clemons it was unanimously VOTED to grant the request of **Daniel Kelly (Town of Saugus)** for a third and final extension of time to become certified as a local inspector. Said extension shall expire February 28, 2024.
- d) On a MOTION by John Naff and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Brian DiBenedetto (City of Worcester)** for a second extension of time to become certified as a local inspector. Said extension shall expire August 31, 2023.

- e) On a MOTION by Michael Clancy and seconded by John Naff it was unanimously VOTED to grant the request of **Steven O'Connor (No Affiliation)** for a second extension of time to become certified as a local inspector. Said extension shall expire August 31, 2023.

7. Hearings

- a. On a **MOTION** by Dave Fuller and seconded by Andy Bobola it was unanimously VOTED to grant **Christopher Rogers (Town of Bolton)** BOCC 03-2023 for an extension of time to become certified as a local inspector. After testimony by Christopher Rogers and Michael Sauvageau, Building Commissioner Town of Bolton. Said extension shall expire August 31, 2023.

8. Review Application for Continuing Education

Members present reviewed the continuing education submitted; MOTION to approve, as amended, was made by John Naff and seconded by Andy Bobola. Jeff Clemons and Henry Fontaine abstained.

Name	Date	Course Description	CEU's	Cat	Course No.
Tony Whitman	1/25/2023	Moisture Management in Walls	1.0	1	C-4065
Tony Whitman	1/12/2023	Understanding Spray Polyurethane Foam offered by Carlisle	1.0	1	C-4066
Tony Whitman	1/11/2023	Moisture Migration: Causes and Cures offered by Carlisle	1.0	1	C-4067
	12/30/2022	Spray Polyurethane foam Insulation and Building code Requirements offered by Carlisle	1.0	1	C-4068
Felix Zemel	1/20/2023	SEAMass January 2023 specialty Engineering: fire, Wind & Vibration	3.0	1	C-4069
David McCrae Shukhrat Aziev	1/11/2023	Type III Construction for Multi-Family: Best Practices and Detailing for Success ICC# 34425 offered by Woodworks	1.5	1	C-4070
Leo Tuccinardi	1/24/2023	2023 Annual Association Business Meeting Plumbing Industry Discussion offered by New England Plumbing, Gas & Mechanical	0	1	C-4071
Bill Footer	2023	Energy – MA Residential Stretch Code and Overview Part 1 (R1.1)	1.0	1	C-4072
PSD Consult	2023	Energy – MA Residential Stretch Energy Code Part 2 (R1.2)	1.0	1	C-4073
	2023	Energy – MA Residential Stretch Energy Code Part 3 (R1.3)	1.0	1	C-4074
Larry Gould	9/29/2022	MAT200 A Brief Introduction to Wood Material Science ICC#33003 offered by American Wood Council	1.0	1	C-4075
George Shaw	12/4/2022	International Code Requirements for Reroofing Commercial Buildings offered by AECDaily	1.0	1	C-4076
	12/4/2022	Insulated Concrete Forms offered by AECDaily	1.0	1	C-4077
	12/4/2022	Acoustics A-Z: Products & Applications for Architectural & Industrial Noise Problems offered by AECDaily	1.0	1	C-4078
	12/3/2022	Steep-Slope Roofing: Ventilation Solutions offered by AEC Daily	1.0	1	C-4079
	12/3/2022	Building Energy Efficiency & Roof Design offered by AECDaily	1.0	1	C-4080
	12/1/2022	Photoluminescence: Applied Use in Code Compliance and Enhanced Safety offered by AECDaily	1.0	1	C-4081
	12/1/2022	Effective Waterproofing offered by AECDaily	1.0	1	C-4082
	11/29/2022	Under-Slab Vapor Barriers: Restricting Moisture and Soil Gas Infiltration offered by AECDaily	1.0	1	C-4083
Gregory Arvanitis	11/9/2022	Single Family Homes Application Occupancy offered by New Hampshire BOA	6.0	1	C-4084
Jordi Segales- Perez	9/15/2022	Single Family Homes Application Occupancy offered by New Hampshire BOA	1.0	1	C-4085
	11/9/2022	Fire and Structural Analysis for Mass Timber Buildings ICC# 32988 offered by Woodworks	1.5	1	C-4086
	7/29/2022	Commercial Solar Power Systems ICC# 17599 offered by ICC	2.0	1	C-4087
	7/29/2022	Commercial Solar Power Systems (RV-10309AW) offered by Vector Solutions	2.0	1	C-4088
	8/30/2022	Cost Estimating: Fundamentals offered by ICC	1.0	1	C-4089
	8/12/2022	Cost Estimating: Fundamentals (RV-10070) offered by Vector Solutions	1.0	1	C-4090

	8/30/2022	Construction Cost Estimating: Types and Purposes of Estimates offered by ICC	1.0	1	C-4091
	8/30/2022	Construction Cost Estimating: Types and Purposes of Estimates (RV-11533) offered by Vector Solutions	1.0	1	C-4092
	5/17/2022	FEMA's New Building Code Strategy and Hazard Mitigation Programs that Support Community Resilience offered by FEMA	1.0	1	C-4093
Gene Novak	1/10/2023	FPAM New Fire Code 527 CMR	2.0	1	C-4094
Shukhrat Aziev	12/15/2022	MASS Timber Shafts and Shaft Wall Solutions for MASS Timber Buildings ICC# 34121 offered by Woodworks	1.5	1	C-4095
	12/13/2022	Light Wood-Frame Shaft Wall Detailing for Code Compliance and Constructability ICC# 34120 offered by Woodworks	1.5	1	C-4096
Lou Allevato	12/10/2022	Understanding Fire Sprinkler Drawings and Calculations (RV-11355AW) offered by Vector Solutions	1.0	1	C-4097
	11/18/2022	Improving Attic Access: Engineering Solutions for Challenging Spaces offered by SGH	1.0	1	C-4098
Scott Dindo	12/8/2022	Demystifying Vapor Retarders: The Science of Vapor Management in Building Codes offered by DuPont Performance Building	1.0	1	C-4099
Jeff Morash Shukhrat Aziev	1/11/2023	Ventilation for Luxury Kitchens offered by Nantucket Builders Association	2.0	1	C-4100
Ronald Durgin	12/14/2022	Non-Linear Analysis for Seismic Performance Assessment and Design of Buildings offered by ATC	1.5	1	C-4101
Cheryl Odom	1/20/2022	Blind-Side Waterproofing offered by GALE	1.0	1	C-4102
	11/9/2022	Fire and Structural Analysis for MASS Timber Buildings offered by Woodworks	1.5	1	C-4103
Dennis Begin	2/10/2022	2018 PMG significant Changes (IPC< IMC< IFGC) offer by Rhode Island not accepting credit hrs based on 2018 I Codes	0		C-4104
	7/28/2022	Builders Approach to Air-Tight Construction offered by Rhode Island	0		C-4105
	9/22/2022	Rhode Island Energy code	0		C-4106
Jeffrey Clemons	2023	Instructor CSL continued education	10	2	NO#
David Gusmini	2023	Instructor CSL continued education	10	2	NO#
Michael Giampietro	2023	Instructor CSL continued education	10	2	NO#
Henry Fontaine	2023	Instructor CSL continued education	10	2	NO#
BOWM	06/16/2022	Review of Proposed Mass amendments to the tenth Edition of 780 CMR			WM-0622
BOWM	11/16/2022	Proposed Tenth Edition Code Changes	3.0		WM-1122
BOWM	12/21/2022	Means of Egress Door Hardware HVAC Mechanical Installation	3.0		WM-1222
BOWM	01/18/2023	Fire stopping for Building and Fire Officials	3.0		WM-0123
SEMBOA	12/15/2022	Outdoor Furnaces, Asbestos, Candid Camera Program	3.0		SE-1222
SEMBOA	1/11/2023	Roundtable Discussion	3.0		SE-0123
MetroWest	1/10/2023	Energy Code hits the street			MW-0123
District 1	1/24/2023	Exit & Exit Access Doorway & Means of Egress	1.0		WM-0123
District 1	3/3/2022	9 th ED Residential CH3 307 Amendment notation & review Part 1	3.0		D1-0322
District 3	3/3/2022	9 th ED Residential CH3 307 Amendment notation & review Part 1	2.5		D3-0322
District 4	1/29/2023	Clinton Dam Project			D4-0123

SBI Ron Wetmore	01/10/2023	Roundtable	2.0		SBI-0123
District 9	1/17/2023	COL's, IPS, Tramway inspection	3.0		D9-0123
District 12	12/22/2022	Hingham - Stretch Code 2023	2.0		A12h-1222
District 12	01/10/2023	Braintree - New Stretch	2.0		A12b-0123

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: 792 certified building inspectors
 - o 476 Inspector of Buildings
 - o 316 Local
- * Active ONLY: 562 certified / conditional building inspectors
 - o 333 Inspector of Buildings
 - o 229 Local
 - o 52 Conditional local building inspectors
- * Qualifications Approved
 - o 743 individuals' qualifications have been approved to take the exams

b. On a MOTION by John Naff and seconded by Michael Clancy it was unanimously voted to accept the voluntary surrender of the above building official certification.

William Thornton	Building Commissioner	11/12/1992	BO-0276
Wayne Walkden	Building Commissioner	12/11/2007	BO-1597
William Cassanelli	Building Commissioner	4/8/2009	BO-1641
William Holton	Local Inspector	6/3/2008	BO-1584

c. BOCC next meeting date March 7, 2023 Charlton Public Library

d. On a MOTION by John Naff and seconded by Dave Fuller it was unanimously voted to ajourn.