

Massachusetts Board of Registration in Embalming and Funeral Directing
Public Session Minutes
DATE: March 16, 2021
TIME: 10:00 a.m.

A regularly scheduled open public meeting of the Massachusetts Board of Registration of Embalmers and Funeral Directors (“the Board”) was held via Videoconference and Conference Call due to the Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.

Board Members Present:

Paul Phaneuf
Patrick Driscoll
David Brezniak
Janet Leombruno
Richard Gormley

Staff Members Present:

Thomas F. Burke, Assoc. Executive Director
Peter M. Kelley, Board Counsel
Robert Williams, Board Investigator

Members of the Public Present:

None

Call to Order:

Mr. Phaneuf called the meeting to order at 10:09 a.m. Evacuation procedures were tabled.

Review of Minutes:

The Board reviewed staff prepared public session minutes of the meeting held on February 16, 2021.

Mr. Brezniak moved to accept staff prepared public session minutes of the meeting held on February 16, 2021. Ms. Leombruno seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Driscoll: “Not Present.”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Not Present”, Ms. Leombruno, “Yes”.

The Board reviewed staff prepared executive session minutes of the meeting held on February 16, 2021.

Mr. Brezniak moved to accept staff prepared executive session minutes of the meeting held on February 16, 2021. Ms. Leombruno seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Driscoll: “Not Present”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Not Present”, Ms. Leombruno, “Yes”.

Mr. Gormley joined the meeting at 10:15 a.m.

Report from Associate Executive Director, Thomas Burke:

Mr. Burke notified the Board that a new staff member has joined the Unit. The staff member will assist with the logging and reporting of pre-need reports. Mr. Burke reported that the following applicants and continuing education course offerings have been administratively approved for registration:

EM Board Licensed Registrants

Kate Finucane (51303-EM-6) at Gillooly Funeral Home in Norwood on February 18 2021
Robert A Tonello (51304-EM-6) downgrade Blanchard Funeral Service on March 5, 2021
Samantha Muzzi (pending) Type 6 Independent Contractor on March 8, 2021

Continuing Education Courses

Selected Independent Funeral Homes

2021 Spring Management Summit – April 28-30. 2021 Charleston, SC 7.50 CE Hours

National Funeral Directors Association (“NFDA”)

The Future of Funeral Services is Emotional – April 7, 2021 Virtual/Online 1.00 CE Hours

Ms. Leombruno moved to accept the Executive Director’s Report. Mr. Brezniak seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Driscoll: “Not Present.”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Not Present.”, Ms. Leombruno, “Yes”.

Mr. Gormley rejoined the meeting at 10:20 am.

Report from Board Counsel, Peter Kelley:

Attorney Kelley notified the Board that he must attend another Board meeting that conflicts with the regular meeting time for the Board of Registration of Funeral Directors and Embalmers. After discussion, the Board took the following action:

Mr. Brezniak moved to change the start time of the Board meeting to 11:00 a.m. beginning on April 20, 2021 and for subsequent meetings. Ms. Leombruno seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Driscoll: “Not Present.”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Yes.”, Ms. Leombruno, “Yes”.

Mr. Driscoll joined the meeting at 10:28 am.

Open session for topics not reasonably anticipated 48 hours in advance of meeting:

- Conditional Licensure Agreement

Robert Dwyer, owner of Dwyer Wellington Dalton Funeral Home, notified the Board in writing that as of March 1, 2021, the renovation work required to comply with accessibility requirements is incomplete. The Board granted a license to Dwyer Wellington on the condition that all construction, permits and inspections be completed by March 1, 2021. Mr. Dwyer petitioned the Board for additional time to complete the work. After discussion, the Board took the following action:

Ms. Leombruno moved to grant a six-month extension to Dwyer Wellington Funeral Home to complete construction until September 1, 2021. Mr. Gormley seconded the motion. Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Driscoll: “Yes.”, Mr. Brezniak: “Yes.”, Mr. Gormley: “Yes.”, Ms. Leombruno, “Yes”.

Closed Session: Investigatory Conferences, pursuant to G.L. c. 112, §65C.

At 10:44 a.m., Ms. Leombruno moved to suspend the open meeting and enter into closed session to conduct investigatory conferences, pursuant to G.L. c. 112, §65C. Mr. Gormley seconded the motion. **Motion passed by a roll call vote: Mr. Phaneuf: “Yes”, Mr. Brezniak: “Yes”, Mr. Driscoll: “Yes.”, Mr. Gormley: “Yes.”, Ms. Leombruno: “Yes.”**

During the closed session, the Board took the following actions:

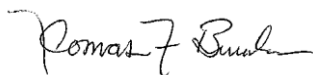
- 2020-000601-IT-ENF – Tabled.
- 2020-001732-IT-ENF – Dismissed.
- 2020-001705-IT-ENF – Referred to Prosecutions.
- 2020-001597-IT-ENF – Tabled.

At 11:12 a.m., Mr. Brezniak moved to exit closed session and thereafter to adjourn the meeting. Mr. Driscoll seconded the motion. **Motion passed by a roll call vote of Board members present: Mr. Phaneuf: “Yes”, Mr. Brezniak: “Yes”, Mr. Driscoll: “Yes.”, Mr. Gormley: “Yes”.**

List of Documents used at the meeting:

1. Agenda
2. Public Session Minutes from February 16, 2021 meeting.
3. ED Report of administratively approved registrants and CE provider courses.
4. Dwyer Wellington Funeral Home – conditional licensure agreement and extension request.

Respectfully submitted,



Thomas F. Burke
Associate Executive Director