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BUSINESS REGULATION

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

Commonwealth of Massachusetts
Division of Occupational Licensure
BOARD OF REGISTRATION OF HOME INSPECTORS
1000 Washington Street • Boston • Massachusetts • 02118

Minutes of January 12, 2022
Tele-Meeting via Microsoft Teams
Time: 10:00 a.m.

Members Present: Elizabeth Martin, <i>Industry Member</i> Michael Healy, <i>Industry Member</i> Ronald Rocha, <i>Industry Member</i>	Administrative Staff Present: Esther Laine, <i>Deputy Commissioner</i> Tamara Smith, <i>Program Coordinator</i> Milla Lewis, <i>Administrative Assistant</i> Jenna Hentoff, <i>Board Counsel</i>
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INFORMATIONAL NOTE: All votes were taken by roll call. Where a motion is noted to pass unanimously, each member voted in favor.

Call to Order – Deputy Commissioner Laine opened the meeting at 10:05 A.M.

- 1. Vote on Minutes of December 8, 2021** – Motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to approve the minutes as presented.
- 2. Director Report** – Deputy Commissioner Laine stated that the new Executive Director Keith Gleason is slated to begin January 18 so he will attend the next Board meeting.
- 3. Review/Discuss Applications for licensure by Endorsement** – Counsel provided information regarding substantial equivalency of licensure requirements for licensure under G.L. c. 112, § 224. The Board considered the applications in light of the information and requested the following:
 - (a) Douglas Cavalieri** – The Board requested documentation on the applicant's education curriculum and courses.
 - (b) Kelsey Soderlund** – The Board requested further documentation on the applicant's education curriculum.
 - (c) Mark Grimaldi**
 - (d) Paul Miranda** – The Board requested documentation on coursework and inspections.
 - (e) Ryan Colby**

A motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to table further discussion on all applicants pending additional documentation and clarification.

4. **Review/Discuss Education Program proposals and CE** – no matters presented
5. **Review/Discuss Limited Liability Clause** – Counsel Hentoff suggested an additional amendment to the draft policy on limited liability clauses. The members agreed to amend the draft as such for reconsideration at the February meeting.
A motion was made by M. Healy, seconded by E. Martin and the Board unanimously voted to table discussion to the next Board meeting.
6. **Pre-offer Services Advisory** – The Board discussed a draft policy regarding services offered by home inspectors prior to the submission of an offer to purchase property. M. Healy made a motion, R. Rocha seconded, and it was unanimously voted to table this discussion.
7. **Discuss other matters not reasonable anticipated 48 hours in Advance of meeting**
-no matters presented

At 12:20 P.M. M. Healy made a motion, R. Rocha seconded, and it was unanimously voted to go into closed investigative conference. While the Board reserved the right to re-enter open session at any time, the Board did not anticipate returning to open session except to adjourn.

8. **Complaints / Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**
 - a. Discussion of complaints prior to the issuance of an order to show cause – no matters presented
 - b. Discussion of the terms of a negotiated settlement of a complaint.
 - i. 2021-000051-IT-ENF – Guidance given to prosecutor
9. **Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character** – No matters presented.
10. **Quasi-Judicial: Closed Session under MGL ch. 30A, Section 18** – no matters presented
11. **Adjournment** - M. Healey made a motion, R. Rocha seconded, and it was unanimously voted to adjourn the meeting at 12:47 P.M.

List of Documents:

1. *Agenda*
2. *Draft Minutes of the meeting December 8, 2021*
3. *Application documents*
4. *Amendments to Limited Liability clause policy*
5. *Draft Pre-offer Services Advisory*