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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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CHARLES BORSTEL
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

ROBERT ANDERSON
ADMINISTRATOR

Agenda

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE

*Sturbridge Public Safety Building
Sturbridge, MA
December 6, 2017 9:00 a.m.*

Meeting called to order by the Chairman at _____ followed by roll call:

1. Roll Call

- | | | |
|--|----------------------------------|---------------------------------|
| a. Donald R. Torrico, Chairman, BOWM | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman, SEMBOA | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeffrey Richards, MBCIA | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| d. Robert Speroni, MetroWest | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Bonnie Weeks, Member at Large | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Andrew Bobola, Member at Large | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Matthew Hakala, Member at Large | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Roger Fuller, MMA Representative | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| i. David Lenzie, Member of Academia | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| j. Bill Horrocks, BBRS Representative | <input type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, Office of Public Safety and Inspections

2. The minutes from the last meeting on **November 1, 2017** were reviewed by members present; **motion to approve these minutes was made by _____, seconded by _____.**



3. Application for Certification Packets:			M	S
a) Abelson, Neal	Town of Seekonk	Local Inspector Appointed 11/2/2016 5.5 CEU's - 13 required by 12/31/2017 <i>Copies of all exams have been received. Extension request received no longer required.</i>		
b) Briggs, Jay	Town of Harwich	Building Commissioner - CBO Appointed 11/17/2015 (local) 85.5 CEU's <i>Copies of all exams have been received</i>		
c) Bowers, Edwin	Town of Barnstable	Local Inspector Appointed 12/9/2016 12 months 12/31/2017 28.5 CEU's - OK <i>Copies of all exams have been received</i>		
d) Maltinsky, Nathan	City of Framingham	Local Inspector Appointed 3/7/2016 43 CEU's <i>All exams completed ICC Online. Copy of print out from ICC indicating his certificates. DID NOT submit required copies of exam results - email was sent October 13, 2017. ICC responded they were having problems with emails being sent after passing the exam.</i>		
4. Examination Approval Packets:			M	S
<i>Copies of resumes provided today</i>				
a) Frasier, Kenneth	City of Worcester	Qualifications Local and/or I of B <i>Ack NERF December 6, 2017</i>		
b) Hemingway, Ryan	No Affiliation (Somers, CT)	Qualifications Local and/or I of B		
c) Mackey, William	No Affiliation (Norton)	Qualifications Local and/or I of B		
d) Mankus, Christopher	No Affiliation (Holbrook)	Qualifications Local and/or I of B		
e) Morelli, Thomas	Town of Milford	Qualifications Local and/or I of B <i>Ack NERF December 6, 2017</i>		
5. New Employee Report Form Packets:			M	S
Footnote: R7.1.7.4 Conditional appointments 7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector. 'February, 2011' September 4, 2013 ~ On a MOTION by Bill Horrocks and SECONDED by Bonnie Weeks it was voted to review and Acknowledge each <i>New Employee Report Form</i> individually				

a) Florence, Brian	Town of Barnstable	Acknowledge NERF Building Commissioner Appointed 8/14/2017 I of B Certification 7/30/2002 70 CEU's Signed by <i>Town Manager – is the chief administrative officer; appoints police chief but not fire</i>		
b) Frasier, Kenneth	City of Worcester	Acknowledge NERF Local Inspector Appointed 11/6/2017 Quals to be reviewed 12/6/2017 0 CEU's – <i>not required</i> Signed by <i>City Manager – shall be chief administrative and executive officer</i>		
c) Lund, Christopher	Town of Northborough	Acknowledge NERF Local Inspector Appointed 10/30/2017 I of B Certification 1/6/2016 87 CEU's Signed by <i>Town Administrator – shall be the chief administrative officer DOES NOT appoint fire, chief or animal control</i>		
d) Marcotte, Matthew	Town of Milford	Acknowledge NERF Building Commissioner Appointed 11/5/2017 Local Certification 11/1/2007 15 CEU's - OK Signed by <i>Chairman</i>		
e) Mayo, Nicholas	Town of Dennis	Acknowledge NERF Building Commissioner Appointed 12/1/2017 I of B Certification 11/1/2017 53 CEU's Signed by <i>Chairman</i>		
f) Milne, Reade Kontje	Town of Edgartown	Acknowledge NERF Local Inspector Appointed 9/11/2017 Quals approved 8/2/2017 0 CEU's – <i>not required</i> Signed by <i>Chairman</i>		
g) Morelli, Thomas	Town of Milford	Acknowledge NERF Local Inspector Appointed 11/16/2017 Quals to be reviewed 12/6/2017 0 CEU's – <i>not required</i> Signed by <i>Chairman</i>		
h) Murphy, Kenneth	Town of Barnstable	Acknowledge NERF Local Inspector Appointed 11/8/2017 Local Certification 9/6/2017 102.5 CEU's Signed by <i>Town Manager – is the chief administrative officer; appoints police chief but not fire</i>		

6. Extension Requests to be Certified Packets:

Footnote:

R7.1.7.4.1 Requests for exam schedule extension. Upon written petition to the BOCC, any conditional appointee unable to comply with the examination schedule as cited in R7.1.7.4 may for cause, be granted an extension of time in order to comply. Petitions shall be forwarded to the clerk of the BOCC on forms for such purpose, and addressed to the office of the BBRS. The conditional appointee shall state all reasons to substantiate the request for an extension of time. Conditional appointees who have not attempted the examination schedule as herein defined during the prescribed period shall not be granted an extension, and no conditional appointee shall be afforded more than three extensions of time beyond the prescribed period for the level of certification sought. **'January 1, 2008'**

			M	S
a) Gilbert, Paul	Town of newton	<p>Extension for Local (1st extension) Appointed 11/21/2016 12 months 11/30/2017 6 months 5/31/2017 7.5 CEU's OK – will need 13 by December 31, 2017</p> <p>Passed 1A 1/30/2017 Passed 1B 11/7/2017 Failed F3 10/10/2017</p> <p><i>"Time to prepare for the final exam."</i></p>		
b) Gill, Lawrence	Town of Plymouth	<p>Extension for Local (1st extension) Appointed 12/5/2016 12 months 12/31/2017 6 months 6/30/2017 16 CEU's</p> <p>Failed B1 3/3/2017, 7/5/2017 Passed B1 7/12/2017 Failed B2 9/13/2017 Passed B2 9/20/2017 Failed F3 11/2/2017</p> <p><i>"I am applying for an extension to my testing period. I am grateful that this option is available. I feel confident in my ability to pass the final 3B exam. As you can see I have already passed the B1 and B2 exams."</i></p>		
c) Tierney, Joseph	Town of West Tisbury	<p>Extension for I of B (3rd extension) Appointed 11/5/2014 Extension through 11/30/2016 and 11/30/2017 167.5 CEU's</p> <p>Passed Mgmt 11/22/2016 Passed Legal 11/30/2016 Failed Building Codes 11/16/2017; scheduled again 11/30/2017</p> <p><i>"In May I attended 4 out 5 On-Board Training classes. Missing one class meant I would not be able to sit for the exam. My plan was to attend the one class I missed in November and take the exam. ...put on in November differed from the one in May and I would have to attend the entire Training again. I was unable to schedule this..."</i></p>		

7. Hearings:

Footnote:

R7.4.1.4 Decisions and discipline of certification holders. The BOCC shall issue a written decision after the hearing. Decisions shall be issued in a reasonably prompt manner. **The decision of the BOCC shall serve as a recommendation to the BBRS and shall be promptly forwarded by the Administrator to the full board for review.** If after a hearing the BOCC finds that the holder has violated any provision of R7.4.1.5, it may recommend suspension of a certification for a fixed period of time, revocation of a certification permanently, or a reprimand of the certification holder. Further, the BOCC may recommend that any order include appropriate remedial or disciplinary conditions. Once forwarded to the BBRS, the board shall either, adopt the recommendation in its entirety, adopt the recommendation with amendment, reject the recommendation in its entirety, or remand the matter to the

BOCC further proceedings. A certificate holder whose certification is revoked may apply in writing to the Board for reinstatement no sooner than one year from the date of the revocation.

Howe, James BOCC 6-2017	City of Boston	<p>September 6, 2017 Extension request to be certified as a local inspector was tabled. Hearing request by Committee for Mr. Howe and his immediate supervisor attend.</p> <p>Appointed 11/30/2015 12 months 11/30/2016 6 months 5/31/2016</p> <p>Letter sent 7/12/2017 – beyond 12 months</p> <p>B1 – registered March 10, 2017, scheduled for March 21 but had to reschedule. Failed B1 3/28/2017, 8/1/2017</p>	
Harlin, Jeffrey	Town of Granby	<p>November 1, 2017 Qualifications were denied</p> <p>November 1, 2017 NERF was not acknowledged</p> <p>Letter received from Marc Guillemette, Building Commissioner for Town of Granby; <i>As the Building Commissioner I will work with Jeffrey on his “in the field” training and advise the Town of Granby to send him to the On Board training offered by the State and other relevant trainings to bring up to speed. I strongly feel that Jeffrey has the qualifications to certify as a Local Inspector.”</i></p>	

8. Review Application for Continuing Education – Exhibit Items attached

The continuing education submitted was reviewed by members present; **motion to approve was made by ___, seconded by ___. Motion passed by unanimous vote.**

(*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
George Tignor	2017	Adjunct Professor at Fitchburg State University instructor in the Industrial Technology Department: Construction Systems II Architectural Graphics OSHA 30-Hour Safety CAD Drafting	10	2	NO#
Jeff Richards	Sept 12, 2017	ICC Sticky Points: How to get 4 Generations Working Together #13223 offered at 2017 Conf in Columbus	3.0	1	
	Sept 12, 2017	ICC How to “Handle” the Media #13217 offered at 2017 Conf in Columbus	3.0	1	
Robert Rebello	2017	Classroom instruction for the Mass Unrestricted Construction Supervisor Exam for CCI	10.0	2	No#
Brian Bower	April 11, 2017	Firestop Inspection for AHJs: basic Concepts & Codes offered by VeriCon at ESBOF 2017 Conf in Newport	3.0	1	
Ronald Durgin	Oct 23, 2017	Residential Fire sprinklers – Plan Review based on the 2013 NFPA 13D offered by AZBO ICC# 12426	6.0	1	
	Oct 24, 2017	Residential Fire Sprinklers – Inspections offered by AZBO ICC#12427	6.0	1	
	Oct 25-26, 2017	IRC Electrical Inspections – basic understanding of residential electrical requirements. Offered by AZBO ICC#2122 <i>302 & 402 IRC Electrical Inspections</i>	10.0		
	Oct 27, 2017	Multi-Family Construction IBC Type V-A construction offered by AZBO ICC# 12374	6.0	1	
District 4	Oct 24, 2017	District Meeting Rented Assemblies	3.0	1	D4-1017

District 8	Nov 9, 2017	District Meeting - Beverly Round Table	2.0	2	D8b-1117
	Nov 13, 2017	District Meeting - West Newbury Round Table	2.0	2	D8-0917
	Oct 11, 2017	District Meeting - West Newbury Licensing Requirements	2.0	1	D8-1017
	Nov 8, 2017	District Meeting - West Newbury Solar Installations, inspection Processes, Permit Tracking	2.0	1	D8-1117
District 11	Nov 7, 2017	District Meeting - Holbrook Sober Houses	2.5	2	D11h-1117
	Aug 29, 2017	District Meeting - Hingham Changes to Chapter 1	3.0	1	D11-0817
	Sept 27, 2017	District Meeting - Hingham Changes to MA Amendments IBC	3.0	1	D11-0917
	Oct 31, 2017	District Meeting - Hingham Chapter 40A Zoning	2.5	2	D11-1017
	Nov 28, 2017	District Meeting - Hingham Changes to Amendments IRC	3.0	2	D11-1117
District 12	Oct. 25, 2017	District Meeting Chapter 1 IRC and 3 IRC	3.0	1	D12-1017
CSG	Oct 24, 2017	Commercial Overview	1.5	1	
	Oct 16, 2017	Residential Envelope	3.0	1	C-2487*
	Oct 20, 2017	Commercial Lighting	3.0	1	C-2562*
	Oct 29, 2017	Commercial Mechanical	3.0	1	C-2514*
Michael Byrne	April 10, 2017	ICC 2015 IRC Update ICC# 3383 offered at ESBOF 2017 Conf Newport	3.0	1	
David Geldart	April 10, 2017	ICC 2015 IBC Update ICC# 3381 offered at ESBOF 2017 Conf Newport	3.0	1	
Richard Vallarelli	Feb 16, 2017	Designing for Fire Protection: What you need to Know offered by SEA	4.0	1	
Charles Simmons	2015-2016	MCPPO Mass Association of Public Purchasing Officials	3.0	1	
	2016-2017	MCPPO Mass Association of Public Purchasing Officials	3.0		
SEMBOA	Sept 22, 2017	Flood Plain Training	2.5	1	SE-0917
	Oct 18, 2017	Visual Assessment for AHJ Fire Blocking	3.0	1	SE-1017
	Nov 15, 2017	Commercial kitchen & Mobile Food Truck Hoods	2.5	1	SE-1117
MetroWest	Nov 21, 2017	Mass Residential Energy Code: HVAC and Indoor Air Quality	3.0	1	MW-1117
Jeff Putnam	Nov 1-2, 2017	ICS-402: Incident Command System 2017 Mass All Hazards Emergency Preparedness Conf	10.0	1	
Richard Trifero	Mar 21, 2017	Common Accessibility Design & Construction Mistakes w/ Tom Hopkins	1.0	1	
	Apr 4, 9 & Nov 4, 2017	<p>Hanley Wood University On Line Courses: <i>"...the course content has been evaluated and considered relevant throughout the industry and by recognized professional organizations...courses include only those areas and methods of study I found, specifically target and cover subject matter and material that can be considered directly pertinent to my role and job function as a Building Code Enforcement Official in performing my duties as a well-rounded (part-time) Building Commissioner and Zoning Enforcement Officer..."</i></p> <p>April 4, 2017 1 hour Hanley Wood 1 Hour Wood University April 9, 2017 4 Hours Hanley Wood Nov 4, 2017 19 Hours Hanley Wood Nov 4, 2017 5 Hours Hanley Wood 3 Hours Wood University See attachment</p>			

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

Examination Approval packet:

- a. For Informational purposes:

There are currently 727 certified building inspectors -- 295 Local - 432 Inspector of Buildings

- b. Request to *Voluntarily Surrender* Building Official Certification:

Michael Ablondi	Local Inspector	BO-1551
Michael Agnew	Building Commissioner	BO-1448
Andrew Arnault	Local Inspector	BO-1377
DL Chandler	Local Inspector	BO-1961
Bruce Clark	Local Inspector	BO-0043
Peter Fein	Local Inspector	BO-1696
Philip Harris	Local Inspector	BO-1705
Thomas Patnode	Local Inspector	BO-1451
Louis Pepi	Building Commissioner	BO-1638
Thomas Race	Building Commissioner	BO-1267

- c. Job Description received from Mark Tolman, City of Haverhill

On August 2, 2017 the Committee denied the request **Mark Tolman (City of Haverhill)** for an extension of time to become certified as a local inspector. Notification was received from Richard Osborn, Building Commissioner City of Haverhill, Mr. Tolman was hired as a *compliance inspector / health inspector septic design*. The Committee has requested a copy of his job description he is currently holding to determine the applicability of the building code and authority.

Next meeting scheduled for **January 3, 2018, Sturbridge, MA**