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**BOARD OF EXAMINERS OF SHEET METAL WORKERS MEETING**  
**NOTICE OF MEETING**

In accordance with the provisions of G.L. c. 30A § 20, notice is hereby given that the Board of Examiners of Sheet Metal Workers will convene a regular monthly meeting on:

**Wednesday March 15, 2023, 9:00 AM - 12:00 PM (EST)**

**Microsoft Teams meeting**

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 233 265 773 695

Passcode: fd4uYu

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 857-327-9245](tel:+18573279245),610868844# United States, Boston

It is anticipated that the topics shown below will be discussed at the aforementioned meeting:

**Roll Call, by Chair:**

<b>MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Mr. Russell Bartash, Chair	X	
Mr. John Annarelli	X	
Mr. Jon Desmond		X
Ms. Julie DeStefano		X
Mr. Tim Hathaway	X	
Mr. Peter Kelly	X	
Mr. Brian O'Connell	X	
<b>STAFF</b>		



Ms. Kristina Gasson	X	
Ms. Jenna Cargill	X	
Mr. Charles Kilb		X
Ms. Mary McCarthy-Collins	X	
Ms. Sharlia Bennett	X	
Mr. Charles Wolf	X	
Mr. Brian Morris		X
Mr. Christopher Lee	X	

- **Housekeeping / Announcements / Ground rules**

None

- **Upcoming Board meetings:**

- Wednesday, April 19, 2023, at 9:00 AM
- Wednesday, May 17, 2023, at 9:00 AM

- **Approval of past meeting minutes**

Board Member Brian O’Connell made a motion to approve, seconded by Board Member Tim Hathaway. Chair Russell Bartash and Board Member John Annarelli abstained. On a roll call vote, the motion passed.

- **Sheet Metal Code Subcommittee Meeting scheduled for March 29, 2023**

- **Discuss: Update on PSI exam results**

No comments

- **Review Sheet Metal Website/Board Polices, Guidelines and Advisors, Information**

- Review January 14, 2015, Fire Dampers and Combination Fire/Smoke Dampers. Members discussed potential changes that may need to be made and decided to conduct research and continue the discussion at a future meeting.
- Review the Sheet Metal 2017 Description and FAQ’s. Members discussed potential changes that may need to be made and decided to conduct research and continue the discussion at a future meeting.
- Review Sheet Metal Education Policy 2016-2017. Members discussed potential changes that may need to be made and decided to conduct research and continue the discussion discuss again at a future meeting.

- **Reinstatement Requests**

- A motion was made by Board Member Peter Kelly to deny Robert Kurtzer request for the removal of the revocation of his license and seconded by Board Member John Annarelli. On a roll call vote, the motion passed unanimously.
- A motion was made by Board Member John Annarelli to table Michael Indigaro’s request for the removal of the revocations of his license until he submits additional information to the Board regarding the refund he owed to the homeowner, his employment history, and information about any other licenses he may hold. Board Member Tim Hathaway seconded the motion. On a roll call vote, the motion passed unanimously.

- **Discuss other matters not reasonably anticipated 48 hours in advance of meeting**  
Board Member Tim Hathaway inquired, and discussion ensued, about the process by which a business license may be transferred following the death of a Master. ED McCarthy-Collins will send Member Hathaway the relevant regulatory language.
- **Executive Session closed under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B.**  
N/A
- **Investigative Conference (G.L. c. 112, §65C – Closed Session)**  
N/A
- **Quasi-Judicial Adjudicatory Session: Closed session, adjudicatory session pursuant to G. L. c. 30A, § 18, ¶ 5(d).**  
N/A
- **Adjournment**  
Board Member Peter Kelly made a motion to adjourn the meeting, seconded by Board Member Tim Hathaway. On a roll call vote, the motion passed unanimously.
- **Materials used for this meeting:**  
Agenda  
Notice of February Meeting  
February 15<sup>th</sup> Meeting Minutes  
Sheet Metal CodeWord  
Sheet Metal Board Code Advisory  
Sheet Metal Board Vo-Tech Advisory  
PSI Monthly Report  
Sheet Metal License Reminders  
Robert Kurtzer documents  
Michael Indigaro documents

*Reasonable accommodations will be provided to individuals with disabilities to participate in the meeting on the date listed above. All requests should be made by calling 617-727-1219 or TTY/TDD: (617) 727-2099 by 24 hours prior to the meeting. The Board will make every effort to honor all requests, however those requests received less than 24 hours before the meeting might not be provided if not reasonably feasible.*