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**Commonwealth of Massachusetts  
Division of Occupational Licensure  
Board of Examiners of Sheet Metal Workers**

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**BOARD OF EXAMINERS OF SHEET METAL WORKERS**  
**CODE SUBCOMMITTEE MINUTES: July 22, 2025**

Roll Call by Vice Chair at 10:01 AM

MEMBERS	PRESENT	ABSENT
Mr. Russell Bartash, Chair		X
Mr. Peter Kelly, Vice Chair	X	
Mr. Daniel Flynn		X
Mr. Tim Hathaway		X
Ms. Mary McCarthy-Collins	X	
ALTERNATE MEMBER	PRESENT	ABSENT
Mr. Scott Demers	X	
STAFF	PRESENT	ABSENT
Mr. Ryan Doherty	X	
Mr. Charles Kilb		X
Mr. Peter M. Kelley	X	
Ms. Sharlia Bennett		X
Mr. Charles Wolf	X	
Mr. Brian Morris	X	

**Housekeeping / Announcements / Ground Rules**

**Approval of Previous Code Subcommittee Meeting Minutes**

- 7/10/2025: Scott Demers made a MOTION to APPROVE the minutes of July 10<sup>th</sup>. Mary McCarthy-Collins SECONDED the MOTION, and the MOTION passed unanimously with a roll call vote.

**Code Updates**

- Vice Chair Peter Kelly began with a discussion completing a review of draft custom definitions. The following previously reviewed items were also briefly discussed: duct sealing classes, foil tapes as duct sealer, minimum duct height above finished roof, dishwasher exhaust pitch, exposed ducts / plenums in mechanical rooms, return air plenums in hospitals and healthcare



facilities, vibration isolators, and corridor ventilation. Some of the provisions and language will be followed up on. The Board did not take any votes during the subcommittee meeting.

#### **Next Subcommittee Meeting**

- Thursday, August 7, 2025, at 10:00 AM

#### **Adjournment**

At approximately 11:16 AM, a MOTION was made by Scott Demers to adjourn the meeting and Mary McCarthy-Collins SECONDED the MOTION. On a roll call vote, the MOTION passed unanimously.

#### Items relied upon in the meeting

Agenda

Draft minutes of 7/10/2025

Draft custom language