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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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JOHN C. CHAPMAN
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

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
January 3, 2018 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. Member as Large | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| i. Roger Fuller, MMA Representative | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| j. David Lenzie, Member of Academia | <input type="checkbox"/> present | <input type="checkbox"/> absent |
| k. 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 **December 6, 2017** were reviewed by members present; **motion to approve these minutes was made by _____, seconded by _____.**



3. Application for Certification Packets:			M	S
a) Carmichael, Chris	Town of Braintree	Building Commissioner - CBO Appointed 11/28/2016 (local) 96.5 CEU's <i>Copies of all exams have been received. Also passed the April, 2017 On-Boarding exam</i>		
b) Kelly, Bartley	Town of Hull	Building Commissioner - MCBO Appointed 9/18/2006 (local) 121 CEU's <i>Copies of all exams have been received</i>		
c) Kollmer, Matthew	Town of Great Barrington	Local Inspector Appointed 5/8/2017 12 months 5/31/2018 30 CEU's - OK <i>Copies of all exams have been received</i>		
d) Nelson, Paul	City of Newton	Local Inspector Appointed 6/7/2016 Extension through 2/28/2018 24 CEU's - OK		

4. Examination Approval Packets:			M	S
<i>Copies of resumes provided today</i>				
a) Burnell, Leslie	No Affiliation (Holyoke)	Qualifications Local and/or I of B		
b) Dubiel, Jeffrey	No Affiliation (Agawam)	Qualifications Local and/or I of B <i>Quals TABLED 12/6/17 requesting more information. Additional information NOT received.</i>		
c) Harlin, Jeffrey	Town of Granby	Qualifications Local and/or I of B <i>Quals denied 12/6/2017</i>		
d) Harris, Lauren	No Affiliation (Greenfield)	Qualifications Local and/or I of B		
e) Hezlitt, William	No Affiliation (Shirley)	Qualifications Local and/or I of B		
f) Largey, John	No Affiliation (Templeton)	Qualifications Local and/or I of B <i>Quals denied 8/2/2017</i>		
g) Moores, Eric	Town of Norfolk	Qualifications Local and/or I of B <i>Ack NERF Jan 3, 2018</i>		

h) Morash, Jeffrey	Town of Nantucket	Qualifications Local and/or I of B <i>Ack NERF Jan 3, 3018</i>		
5. New Employee Report Form Packets:				
<i>Footnote:</i>				
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) Briggs, Jay	Town of Chatham	Acknowledge NERF Building Commissioner Appointed 11/27/2017 I of B Certification 12/6/2017 121.5 CEU's Signed by <i>Town Manager – shall be the administrative officer</i>	M	S
b) Chandler, Jeff	Town of Chatham	Acknowledge NERF Local Inspector Appointed 11/27/2017 Local Certification 11/5/2014 130 CEU's Signed by <i>Town Manager – shall be the chief administrative officer</i>		
c) Duval, Brian	Town of Dalton	Acknowledge NERF Building Commissioner Appointed 9/11/2017 I of B Certification 7/20/2010 34 CEU's Signed by <i>Town Manager – copy of meeting minutes appointment</i>		
d) Cobleigh, Michelle	Town of Littleton	Acknowledge NERF Local Inspector Appointed 12/18/2017 <i>Quals denied 2/1/17 & 8/2/17</i> 0 CEU's - <i>not required</i> Signed by <i>Building Commissioner – Town Administrator appoints Building Commissioner who as department head appoints employees</i>		
e) Moores, Eric	Town of Norfolk	Acknowledge NERF Local Inspector Appointed 1/22/2018 <i>Quals to be reviewed 1/3/2018</i> 0 CEU's - <i>not required</i> Signed by <i>Chairman</i>		
f) Morash, Jeffrey	Town of Nantucket	Acknowledge NERF Local Inspector Appointed 1/2/2018 <i>Quals to be reviewed 1/3/2018</i> 0 CEU's - <i>not required</i> Signed by <i>Town Manager – appoints fire and police</i>		
g) White, M. Scott	Town of Watertown	Acknowledge NERF Local Inspector Appointed 9/5/2017 <i>Quals approved 8/2/2017</i> 0 CEU's - <i>not required</i> Signed by <i>Town Manager – shall be the chief administrative officer</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) Brogan, Michael	Town of Norfolk	Extension for Local (2 nd extension) Appointed 7/1/2015 Extension through 11/30/2017 33.5 CEU's - OK Passed 1A 3/11/2016 Passed 1B 3/15/2017 Failed 3B 12/7/2017		
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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.

Frasier, Kenneth BOCC 1/2018	City of Worcester	December 6, 2017 Qualifications Denied December 6, 2017 NERF Not Acknowledged Appointed 11/6/2017	
Morelli, Thomas BOCC 2-2018	Town of Milford	December 6, 2017 Qualifications Denied December 6, 2017 NERF Not Acknowledged Appointed 11/16/2017	

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
Metro West	12/12/2017	Mass Recreational Marijuana Laws and Round Table discussion on Several Items	3.0	1	MW-1217
BOWM	11/15/2017	Zoning with Atty Don Dubendorf	3.0	1	WM-1117
J. Wojciechowicz	12/14/2017	2-15 Commercial Building Inspector: Public Safety and Special Construction ICC# 11742	1.5	1	
MBCIA	7/20/2017	Fire Escapes	3.0	1	MB-0717
	8/24/2017	Round Table on Local Issues	2.0	1	MB-0817
	9/28/2017	CPVC Piping Systems	3.0	1	MB-0917
	10/26/2017	Transition for 2009 IBC to 2015 IBC	6.0	1	MB-1017
	11/16/2017	Fire Safety with Lt. Christopher Towski	2.5	1	MB-1117
Robert De Vries	TBD	Cellulose Insulation, History, Testing and Use offered by Nu Wool Company, Inc.	2.0	1	
	TBD	The IRC and Polyurethane Spray Foam	2.0	1	
Shaun Shanahan	9/28/2015	Trends, Analysis and Studies of Building Code Enforcement Efforts Across the Nation ICC 2015 Long Beach, CA	1.0	1	
	9/28/2015	Floodplain Design, Construction and Impacts on Floor Insurance ICC 2015 Long Beach, CA	1.0	1	
	9/28/2015	Lateral Bracing and Shear Walls in Light-Frame Structures ICC 2015 Long Beach, CA	1.0	1	
Robert Marsilia	9/13/2017	The DIIM of Firestopping Explained Webinar offered by Firestop contractors Intl Assoc	1.0	2	
District 11	12/5/2017	District Meeting - Holbrook 2015 Existing Building Codes	2.5	1	

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 730 certified building inspectors -- 296 Local - 434 Inspector of Buildings

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

Paul DiBenedetto	Local Inspector	BO-1564
Stanley Sadowski	Building Commissioner	BO-1047
Elbert Ulshoeffter, Jr.	Building Commissioner	BO-0159

- c. ICC PRONTO on line testing

- d. 539 Building Commissioners, Local Inspectors and Conditional Inspectors have RENEWED their ID cards

227 have not renewed:

103 Building Commissioners:

37 Building Commissioners have less than 45 credit hours

95 Local Inspectors:

45 Local Inspectors have less than 45 credit hours

29 Conditional Inspectors (required hours vary)

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