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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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ROBERT ANDERSON
ADMINISTRATOR

Meeting Minutes
STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE
Mass DOC Headquarters, 50 Maple Street
Milford, MA
December 5, 2018 9:00 a.m.

Meeting called to order by the Chairman at 9:10 a.m. followed by roll call:

1. Roll Call

- | | | |
|---|----------------------------------|---------------------------------|
| a. Donald R. Torrico, Chairman
<i>-Building Officials of Western Massachusetts Member, Adams</i> | ✓ present | <input type="checkbox"/> absent |
| b. Matthew Hakala, Vice Chairman
<i>-Member At Large, Westford</i> | ✓ present | <input type="checkbox"/> absent |
| c. Jeff Richards
<i>-Massachusetts Building Commissioner's Association, Weymouth</i> | <input type="checkbox"/> present | ✓ absent |
| d. Robert Speroni
<i>-MetroWest Building Officials Association, Hopedale</i> | ✓ present | <input type="checkbox"/> absent |
| e. Bonnie Weeks
<i>- Member At Large, Palmer</i> | ✓ present | <input type="checkbox"/> absent |
| f. Andrew Bobola
<i>- Member At Large, Mattapoissett</i> | ✓ present | <input type="checkbox"/> absent |
| g. Michael Clancy
<i>- Southeastern Building Official's Association, Hingham</i> | ✓ present | <input type="checkbox"/> absent |
| h. Michael Giampietro
<i>-Member At Large, Millis</i> | ✓ present | <input type="checkbox"/> absent |
| i. Roger Fuller
<i>- Massachusetts Municipal Association Representative</i> | ✓ present | <input type="checkbox"/> absent |
| j. David Lenzie
<i>- Member from Academia</i> | ✓ present | <input type="checkbox"/> absent |
| k. Bill Horrocks
<i>- BBRS Representative</i> | ✓ present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, Office of Public Safety and Inspections
Natasha Belizaire, Deputy Counsel, Department of Professional Licensure
Dave Sullivan, Office of Public Safety and Inspections
John Naff, Town of Wrentham
Marc LaPointe, State Building Inspector

2. The minutes from the BOCC meeting on **November 7, 2018**, were reviewed by members present; MOTION to approve, with changes, these minutes was made by **Michael Clancy**, and seconded by **Matthew Hakala**.



3. Application for Certification Packets

- a. On a MOTION by Matthew Hakala and seconded by Michael Giampietro it was VOTED to approve the application of **Christopher McWhite** (City of Lowell) for certification in the capacity of **Inspector of Buildings / Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1622). Bill Horrocks recused.
- b. On a MOTION by Michael Giampietro and seconded by Michael Clancy it was unanimously VOTED to approve the application of **Robert Sullivan** (Town of Granville) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1294).

4. Examination Approval Packets

- a. On a MOTION by Bill Horrocks and seconded by Robert Speroni it was unanimously VOTED to **DENY** the request of **Steve Aube** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Aube meets the minimum qualifications as defined by MGL c 143 § 3.
- b. On a MOTION by Bill Horrocks and seconded by Michael Giampietro it was unanimously VOTED to grant the request of **Scott Callahan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Callahan meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a MOTION by Matthew Hakala and seconded by Bonnie Weeks it was VOTED to **table** the request of **Frank Caridi** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting additional information on five years relevant building experience as defined by MGL c 143 § 3. Bill Horrocks opposed.
- d. On a MOTION by Bill Horrocks and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Bun Song Chhuon** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Chhuon meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- e. On a MOTION by Michael Giampietro and seconded by Michael Clancy it was unanimously VOTED to **DENY** the request of **Paul C. DeSantis** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. DeSantis meets the minimum qualifications as defined by MGL c 143 § 3.
- f. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was unanimously VOTED to **table** the request of **Hamror Gabriel** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting a copy of his college.
- g. On a MOTION by Bill Horrocks and seconded by Matthew Hakala it was unanimously VOTED to grant the request of **Nelson Garcia** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Garcia meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- h. On a MOTION by Bill Horrocks and seconded by Michael Giampietro it was VOTED to **DENY** the request of **Liam O'Brien** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. O'Brien meets the minimum qualifications as defined by MGL c 143 § 3. Matthew Hakala opposed.
- i. On a MOTION by Bill Horrocks and seconded by Michael Giampietro it was unanimously VOTED to **table** the request of **Eddie Reyes** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is requesting a copy of his AAS degree along with set of courses for this degree.
- j. On a MOTION by Bill Horrocks and seconded by Roger Fuller it was unanimously VOTED to grant the request of **Kevin Ross** (City of Northampton) for approval to take the required exams to become certified as a building code enforcement official. Mr. Ross meets the minimum qualifications set forth by the BBRS

for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

- k. On a MOTION by Robert Speroni and seconded by Michael Clancy it was unanimously VOTED to **DENY** the request of **Adetokunbo Solarin** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Solarin meets the minimum qualifications as defined by MGL c 143 § 3.
- l. On a MOTION by Michael Clancy and seconded by Robert Speroni it was unanimously VOTED to **DENY** the request of **William Spinney** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee was unable to determine if Mr. Spinney meets the minimum qualifications as defined by MGL c 143 § 3.

5. New Employee Report Form Packets

- a. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Gregory Briggs** appointed to the position of **Local Inspector** for the Town of Granby. Appointed, not yet certified, on February 13, 2018. Twelve month grace period expires February 28, 2019. *NERF signed by Chair.*
- b. On a MOTION by Michael Clancy and seconded by Michael Giampietro it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jeffrey Chandler** appointed to the position of **Local Inspector** for the Town of Freetown on October 1, 2018. *NERF signed by Chairman.*
- c. On a MOTION by Matthew Hakala and seconded by Michael Giampietro it was VOTED to acknowledge the *New Employee Report Form* of **Mark Dupell** appointed to the position of **Building Commissioner** for the Town of Reading on November 5, 2018. *NERF signed by Town Manager.* Bill Horrocks opposed.
- d. On a MOTION by Bonnie Weeks and seconded by Michael Giampietro it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Jason Forgue** appointed to the position of **Local Inspector** for the Town of Chester on October 23, 2018. *NERF signed by Chairman.*
- e. On a **MOTION** by Michael Giampietro and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **David Gardner** appointed to the position of **Building Commissioner** for the Town of Granby on September 4, 2018. *NERF signed by Chair.*
- f. On a MOTION by Bill Horrocks and seconded by Matthew Hakala it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Steven Latulippe** newly appointed to the position of **Local Inspector** for the City of Beverly. Appointed, not yet certified, on August 13, 2018. Twelve month grace period expires August 31, 2019. *NERF signed by Mayor.*
- g. On a MOTION by Bill Horrocks and seconded Andy Bobola it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brian Leathe** newly appointed to the position of **Building Commissioner** for the City of Methuen on November 1, 2018. *NERF signed by Mayor.*
- h. On a MOTION by Andy Bobola and seconded by Bonnie Weeks it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Paul D. Lewis** appointed to the position of **Local Inspector** for the Town of Walpole. Appointed, not yet certified, on May 14, 2018. Twelve month grace period expires May 31, 2019. *NERF signed by Chairman.*
- i. On a MOTION by Michael Clancy and seconded Michael Giampietro it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Brandon Maroney** newly appointed to the position of **Local Inspector** for the Town of Raynham on October 26, 2018. *NERF signed by Chairman.*
- j. On a MOTION by Bill Horrocks and seconded Matthew Hakala it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Joseph O'Callaghan** newly appointed to the position of **Local Inspector** for the Town of Wakefield on October 29, 2018. *NERF signed by Chairman.*
- k. On a MOTION by Bill Horrocks and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Kevin Ross** newly appointed to the position of **Local Inspector** for the City of Northampton. Appointed, not yet certified, on November 19, 2018. Twelve month grace period expires November 30, 2019. *NERF signed by Mayor.*

1. On a MOTION by Bonnie Weeks and seconded Matthew Hakala it was unanimously VOTED to acknowledge the *New Employee Report Form* of **Michael Yanovitch** newly appointed to the position of **Building Commissioner** for the Town of Walpole on October 14, 2018. *NERF signed by Chairman.*

6. Extension Requests to be Certified Packets

- a. On a MOTION by Bill Horrocks and seconded by Michael Clancy it was unanimously VOTED to grant the request of **Frank Hilario (City of Fall River)** for a first extension of time to become certified as a local inspector, *pending receipt of copies of all exams completed.* Said extension shall expire July 31, 2019.

7. Hearings

None.

8. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve, as amended, was made by Robert Speroni and seconded by Michael Giampietro. MOTION passed by unanimous vote.

Name	Date	Course Description	CEU's	Cat	Course Number
District 1	Nov 7, 2018	District Meeting Manufactured Buildings / 'E' vs 'I4' use groups / Round Table	3.0	1	D1-1118
District 4	Nov 28, 2018	District Meeting Leominster - Control construction	3.0	1	D4-1118
District 11	Nov 13, 2018	District Meeting Holbrook - On-Line Permitting	2.0	1	D11-1118
District 13	Oct 30, 2018	District Meeting Hyannis - 148 Laws, Energy Code Compliance	2.5	1	D13-1018
MBCIA	Nov 15, 2018	HIC and CSL Review	2.5	1	MB-1118
SEMBOA	Nov 14, 2018	Foundations and Soils	2.5	1	SE-1118
MetroWest	Nov 20, 2018	Structural Requirements for Solar Installations and What to look for during Plan Review and Inspections	3.0	1	MW-1118
Gene Novak	Nov 15, 2018	Wind Solutions-Perforated Wood Structural panel Shear Walls DES416 offered by Am Wood Council ICC# 17951	1.5	1	C-3139
Doug Chapman	Jan 22, 2019	2018 International Building Code (IBC provisions for scope and administration, occupancy classifications, bldg heights & areas, fire & smoke protection, interior finishes, means of egress & accessibility) 2018 I codes have not been adopted by Massachusetts	0.0		C-3145
John Lojek	Nov 7, 2018	Passive House Massachusetts 2018 Symposium	6.5	1	C-3140
David McRae	Nov 13, 2018	Converting to Advanced Framing: Lear from Experience offered by APA ICC# 18049	1.0	1	C-3146
	Oct 18, 2018	The Inventory of Fire-Resistance webinar offered by FCIA	1.0	1	C-3147
Paul Orlando	Oct 18, 2018	Calculation of Sound Transmission parameters for Wood-Frame Assemblies BCD800 offered by Am Wood Council ICC# 17754	1.0	1	C-3148
James Badera	Nov 14, 2018	CSL Cont Ed 6hr Renewal Course offered by Massachusetts Contractors Academy 010208	6.0	1	C-3149
PSD	Oct 31, 2018	Energy Res. Stretch Code Documentation Webinar	1.0	1	C-3150
	Oct 31, 2018	Energy Commercial Teamwork Compliance Webinar	1.0	1	C-3151
	TBD	Energy Residential Ventilation Done Right: Why and How? Webinar	1.0	1	C-3152
	TBD	Energy Commercial Energy Code Paybacks Webinar	1.0	1	C-3153
	TBD	Energy Residential 2018 IECC Updates 2018 I codes have not been adopted by Massachusetts	0.0		C-3154
	TBD	Energy Commercial 2018 IECC Updates 2018 I codes have not been adopted by Massachusetts	0.0		C-3155

NEBOEA UMASS	Oct 2018	<p>I compared a few of the attendees' courses on the scanned sign-in sheets to the list of courses that were provided. Some of the course titles listed on the agenda are not listed on the attendee list provided. I also saw a few scans for people attending a course at 11:55, the agenda indicates lunch was from 12:00 - 1:00 every day.</p> <p>There are a few options to get the credit hours entered on the training reports:</p> <p>Assign 10 credit hours to all who attended three full days; 5 credit hours for all who attended 2 full days; 3 credit hours for attending 1 full day</p> <p>Provide a list of course titles used by the company compiling the scan sign-in sheet for the attendees (their titles are different from the agenda titles) along with the date and time the course was offered</p> <p>NEBOA completes an Attachment B for each course with the corresponding course title on the scanned sign-in sheet, a copy has been attached for your use</p> <p>The responsibility is for NEBOA to request the appropriate credit for everyone who has attended this training. This agency will then forward to the Certification Committee for approval and assigning the applicable credit hours.</p>		1	C-3156
			10 hours for attending all three days and accumulating at least 10 hours according to scan sign in sheet		
			5 credit hours for attending two days and accumulating at least 5 hours according to scan sign in sheet		
			3 credit hours for attending 1 day and accumulating at least 3 hours according scan sign in sheet		

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

a. For Informational purposes:

There are currently:

- o 734 certified building inspectors -- 300 Local - 434 Inspector of Buildings
- o 52 Conditional local building inspectors
- o 588 individuals' qualifications have been approved to take the exams, not currently affiliated

b. Review the statutes and regulations for electrical and plumbing inspectors

Per Statute City of Revere was required to hire plumbing and electrical inspectors for the casino project. 104.4 permits the hiring of a third party to complete inspections. The Building Commissioner reviews and accepts all reports.

DPL Council will report to BBRS the notification received from Massachusetts Federation the Town of Douglas notified the current Building Commissioner his position would be terminated December 31, 2018 and the town would then hire a *4 Leaf, Inc.* in the place of Building Commissioner. According to Chapter 143 every city and town shall employ and designate an inspector of buildings as well as other local inspectors as are reasonable necessary.

- c. Scott Shippey, Building Commissioner Town of Marion, provided a statement regarding the on line PRONTO exams being offered by ICC, letter attached. Committee members had a discussion as to what other licenses issued by the Department of Professional Licensure allows exams to be taken on line and not at a testing facility?
- d. Discussion for Certification Committee building official association members to have an *alternate* when the member is not available. And to have a State Building Inspector, geographically, as an *alternate* for members at large.
- e. Michael Giampietro reported MFBO members, Joe Atchue, Fred Lonardo and Mike, are still researching a Mentoring Program for building inspectors.