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Commonwealth of Massachusetts
Division of Professional Licensure
Office of Public Safety and Inspections
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ROBERT ANDERSON
ADMINISTRATOR

Meeting Minutes
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 9:35 a.m. followed by roll call:

1. Roll Call

- | | | |
|---|----------------------------------|---------------------------------|
| a. Donald R. Torrico, Chairman
<i>-Building Officials of Western Massachusetts Member, Lee</i> | ✓ present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman
<i>-Southeastern Building Official's Association, Hingham</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> | <input type="checkbox"/> present | ✓ absent |
| g. Matthew Hakala
<i>- Member At Large, Westford</i> | <input type="checkbox"/> present | ✓ absent |
| h. Vacant
<i>-Member At Large</i> | <input type="checkbox"/> present | ✓ absent |
| i. Roger Fuller
<i>- Massachusetts Municipal Association Representative</i> | <input type="checkbox"/> present | ✓ 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
Charles Kilb, Department of Professional Licensure

- 2.** The minutes from the BOCC meeting on **December 6, 2017**, were reviewed by members present; **MOTION** to approve these minutes was made by **Robert Speroni**, and seconded by **Bonnie Weeks**.



3. Application for Certification Packets

- a. On a **MOTION** by Michael Clancy and seconded by Robert Speroni it was unanimously VOTED to approve the application of **Chris Carmichael** (Town of Braintree) 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-1999).
- b. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously VOTED to approve the application of **Bartley Kelly** (Town of Hull) for certification in the capacity of **Massachusetts Building Commissioner** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1585).
- c. On a **MOTION** by Bonnie Weeks and seconded by David Lenzie it was unanimously VOTED to approve the application of **Matthew Kollmer** (Town of Great Barrington) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2075).
- d. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously VOTED to approve the application of **Paul Nelson** (City of Newton) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-2047).

4. Examination Approval Packets

- a. On a **MOTION** by Bill Horrocks and seconded by Bonnie Weeks it was unanimously VOTED to grant the request of **Leslie Burnell** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Ms. Burnell 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.
- b. On a **MOTION** by Bill Horrocks and seconded by Robert Speroni it was unanimously VOTED to **deny** the request of **Jeffrey Dubiel** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the information submitted but was unable to determine if Mr. Dubiel meets the minimum qualifications as defined by MGL c 143 § 3.
- c. On a **MOTION** by Bonnie Weeks and seconded by Robert Speroni it was unanimously VOTED to not reconsider the previous motion and not review the request of **Jeffrey Harlin** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official again. Mr. Harlin's qualifications were previously reviewed and denied.
- d. On a **MOTION** by Robert Speroni and seconded by David Lenzie it was VOTED to **deny** the request of **Lauren Harris** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the information submitted but was unable to determine if Mr. Harris meets the minimum qualifications as defined by MGL c 143 § 3. Bonnie Weeks and Bill Horrocks opposed.
- e. On a **MOTION** by Bill Horrocks and seconded by David Lenzie it was unanimously VOTED to grant the request of **William Hazlitt** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Hazlitt 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.
- f. On a **MOTION** by David Lenzie and seconded by Michael Clancy it was VOTED to not reconsider the previous motion and not review the request of **John Largey** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official again. Mr. Largey's qualifications were previously reviewed and denied.
- g. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously VOTED to **deny** the request of **Eric Moores** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the information submitted but was unable to determine if Mr. Moores meets the minimum qualifications as defined by MGL c 143 § 3.
- h. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was VOTED to **table** the request of **Jeffrey Morash** (Town of Nantucket) for approval to take the required exams to become certified as a building code enforcement official. There was no quorum out of necessity. Bill Horrocks recused.

5. New Employee Report Form Packets

- a. On a **MOTION** by Michael Clancy and seconded by Robert Speroni it was VOTED to acknowledge the *New Employee Report Form* **Jay Briggs** newly appointed to the position of **Building Commissioner** for the Town of Chatham on November 27, 2017. *NERF signed by Town Manager*. Bill Horrocks opposed.
- b. On a **MOTION** by Michael Clancy and seconded by David Lenzie it was VOTED to acknowledge the *New Employee Report Form* of **Jeff Chandler** appointed to the position of **Local Inspector** for the Town of Chatham on November 27, 2017. *NERF signed by Town Manager*. Bill Horrocks opposed.
- c. On a **MOTION** by Bonnie Weeks and seconded by Robert Speroni it was VOTED to acknowledge the *New Employee Report Form* of **Brian Duval** appointed to the position of **Building Commissioner** for the Town of Dalton on September 11, 2017. *NERF signed by Town Manager*. Bill Horrocks opposed.
- d. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was unanimously **VOTED** to not acknowledge the *New Employee Report Form* of **Michelle Cobleigh** newly appointed to the position of **Local Inspector** for the Town of Littleton. Ms. Cobleigh's qualifications were denied February 1, 2017 and August 2, 2017. A hearing will be scheduled February 7, 2018 for Ms. Cobleigh as well as the Building Commissioner for the Town of Littleton will be required to appear. *NERF signed by the Building Commissioner*.
- e. On a **MOTION** by Bonnie Weeks and seconded by David Lenzie it was unanimously VOTED to not acknowledge the *New Employee Report Form* of **Eric Moores** appointment to the position of **Local Inspector** for the Town of Norfolk with future appointment date of January 22, 2018. Mr. Moores' qualifications were denied. *NERF signed by Chairman*.
- f. On a **MOTION** by Bonnie Weeks and seconded by Michael Clancy it was VOTED to TABLE the acknowledgement the *New Employee Report Form* of **Jeffrey Morash**, due to lack of quorum, appointed to the position of **Local Inspector** for the Town of Nantucket on January 2, 2018. The NERF will be reviewed again February 7, 2018. *NERF signed by Chairman*. Bill Horrocks recused.
- g. On a **MOTION** by David Lenzie and seconded by Michael Clancy it was unanimously VOTED to acknowledge the *New Employee Report Form* of **M. Scott White** newly appointed to the position of **Local Inspector** for the Town of Watertown. Appointed, not yet certified, on September 5, 2017. Twelve month grace period expires September 30, 2018. *NERF signed by Town Manager*. Bill Horrocks opposed.

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by David Lenzie and seconded by Robert Speroni it was unanimously VOTED to grant the request of **Michael Brogan (Town of Norfolk)** for a second extension of time to become certified as a local inspector. Said extension shall expire July 31, 2018.

7. Hearings

- a. On a **MOTION** by Robert Speroni and seconded by David Lenzie it was unanimously VOTED to grant **Kenneth Frasier (City of Worcester)**, BOCC 1-2018, for approval to take the required exams to become certified as a building code enforcement official. Based on his experience and after testimony from Mr. Frasier and Mr. John Kelly, Building Commissioner City of Worcester, the Committee deems he 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.

On a **MOTION** by Bonnie Weeks and seconded by David Lenzie it was **VOTED** to acknowledge the *New Employee Report Form* of **Kenneth Frasier** appointed to the position of **Local Inspector** for the City of Worcester. Appointed, November 6, 2017, not yet certified as a local inspector. Twelve month grace period expires November 30, 2018. Mr. Frasier's requirement to make application within the first six months, R7.1.7.4-2, will be from January 3, 2018. Bill Horrocks opposed.

- a. On a **MOTION** by Robert Speroni and seconded by Bill Horrocks it was unanimously VOTED to table **Thomas Morelli (Town of Milford)**, BOCC 2-2018, for approval to take the required exams to become certified as a building code enforcement official. After testimony from Mr. Morelli, Matthew Marcotte, Building Commissioner and Rick Villani, Town Administrator the Committee requested additional information from Mr. Morelli in the form of permits and detailed work performed. The hearing will be continued February 7, 2018.

8. Review Application for Continuing Education

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

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	IC-302
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 <i>January 3, 2018 Tabled for more information</i>	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	2.0	1	MB-1117
Robert De Vries	TBD	Cellulose Insulation, History, Testing and Use offered by Nu Wool Company, Inc.	2.0	1	C-2928
	TBD	The IRC and Polyurethane Spray Foam	2.0	1	C-2929
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	IC-303
	9/28/2015	Floodplain Design, Construction and Impacts on Floor Insurance ICC 2015 Long Beach, CA	1.0	1	IC-304
	9/28/2015	Lateral Bracing and Shear Walls in Light-Frame Structures ICC 2015 Long Beach, CA	1.0	1	IC-305
Robert Marsilia	9/13/2017	The DIIM of Firestopping Explained Webinar offered by Firestop contractors Intl Assoc	1.0	2	C-2930
District 11	12/5/2017	District Meeting - Holbrook 2015 Existing Building Codes	2.5	1	D11-1217

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

- 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

On a MOTION by Bonnie Weeks and seconded by Michael Clancy it was unanimously VOTED to accept the above requests to receive "retired status" according to 780 CMR 110.R7.2.4.

- c. ICC PRONTO on line testing – November BBRS approved, assured there are security procedures in place. After discussion the Committee still has reservations regarding the monitoring of the 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)
- e. It was mentioned current building officials are moving from city/town to city/town and not notifying the BBRS as required in MGL 143 § 3. A mass mailing or emailing will be sent to all city/town clerks.

Next meeting scheduled for **February 7, 2018**, Sturbridge, MA