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Meeting Minutes

**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE**

*Sturbridge Public Safety Building
Sturbridge, MA*

September 2, 2015 9:00 a.m.

Meeting called to order by the Chairman at 9:01 a.m. followed by roll call:

1. Roll Call

- a. Donald R. Torrico, Chairman present absent
-Building Officials of Western Massachusetts Member, Lee
- b. Michael Clancy, Vice Chairman present absent
-Southeastern Building Official's Association, Hingham
- c. Jeff Richards present absent
-Massachusetts Building Commissioner's Association, Weymouth
- d. Bonnie Weeks present absent arrived at 9:41
- Member At Large, Palmer
- e. Andrew Bobola present absent
- Member At Large, Mattapoissett
- f. Matthew Hakala present absent
- Member At Large, Westford
- g. Roger Fuller present absent
- Massachusetts Municipal Association Representative
- h. Peter McLaughlin present absent
- Member from Academia
- i. Bill Horrocks present absent
- BBRS Representative

Guest Present:

Kimberly Spencer, DPS
Brendan Lowney

- 2. The minutes from the BOCC meeting on **August 5, 2015**, were reviewed by members present; **MOTION** to approve these minutes was made by **Jeff Richards**, seconded by **Michael Clancy**.

3. Application for Certification Packets

- a. On a **MOTION** by Jeff Richards and seconded by Bill Horrocks it was unanimously **VOTED** to approve the application of **Philip Raccuia** (City of Boston) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1988)

4. Examination Approval Packets

- a. On a **MOTION** by Jeff Richards and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **James Afanasiw** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Afanasiw 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 Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Charles Amo** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Amo 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 Jeff Richards and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Joseph Braga** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Braga 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 .
- d. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Seth Carbonneau** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Carbonneau 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 Jeff Richards and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Michael Carney** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Carney 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 Andy Bobola and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Kevin Crowley** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Crowley 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.
- g. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to DENY the request of **Matthew Eaton** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Eaton does not have the 5 years supervisory experience or any building experience. He does not meet 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.
- h. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **David Geldart** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Geldart 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.
- i. On a **MOTION** by Andy Bobola and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Brendan Lowney** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Lowney 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.
- j. On a **MOTION** by Bill Horrocks and seconded by Jeff Richards it was unanimously **VOTED** to DENY the request of Michael Mena (No Affiliation) for approval to take the required exams to become certified as a building code

enforcement official. Mr. Mena does not have the 5 years supervisory experience or required education. He does not meet 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.

- k. On a **MOTION** by Michael Clancy and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **William Milioto** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Milioto 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.
- l. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Christopher Rice** (Town of Ware) for approval to take the required exams to become certified as a building code enforcement official. Mr. Rice 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.
- m. On a **MOTION** by Andy Bobola and seconded by Jeff Richards it was unanimously **VOTED** to grant the request of **Jason Shilinsky** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Shilinsky 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.
- n. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was **VOTED** to grant the request of **Michael Vray** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Vray meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Don Torrico opposed

5. New Employee Report Form Packets

- a. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Joseph Atchue** newly appointed to the position of **Inspector of Buildings** on July 27, 2015 for the Town of Dracut. *NERF signed by Town Administrator.* Bill Horrocks opposed
- b. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Gerard Bergeron** newly appointed to the position of **Local Inspector** for the Town of Savoy. Appointed, April 8, 2015, and not certified as a local. Twelve month grace period expires April 30, 2016. *NERF signed by Chairman.*
- c. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Patrick Dahlgren** newly appointed to the position of **Local Inspector** for the City of Marlborough. Appointed, August 24, 2015, and not certified as a local. Twelve month grace period expires August 31, 2016. *NERF signed by Mayor.*
- d. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Phil Delorey** appointed to the position of **Building Commissioner** on April 7, 2015 for the Town Savoy. *NERF signed by Chairman.*
- e. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was **VOTED** to acknowledge the *New Employee Report Form* of **Caleb Moody** newly appointed to the position of **Inspector of Buildings** for the Town of Auburn. Appointed, August 5, 2015, and not yet certified as an inspector of buildings / building commissioner. Eighteen month grace period expires February 28, 2017. *NERF signed by Town Manager.* Bill Horrocks opposed
- f. On a **MOTION** by Michael Clancy and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Robert Piccirilli** newly appointed to the position of **Inspector of Buildings** for the Town of Halifax. Appointed August 1, 2015, and not yet certified as an inspector of buildings / building commissioner. Eighteen month grace period expires February 28, 2017. *NERF signed by the Chairman.*
- g. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Christopher Rice** appointed to the position of **Local Inspector** for the Town of Ware. Appointed, August 4, 2015, and not yet certified as a local. Twelve month grace period expires April 30, 2016. *NERF signed by the Chairman.*

- h. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Robert Rosier** newly appointed to the position of **Inspector of Buildings** for the Town of Hancock. Appointed, July 7, 2015, not yet certified as an inspector of buildings / building commissioner. Eighteen month grace period will expire January 31, 2017. *NERF signed by the Chairman.*
- i. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Timothy S. Sears** newly appointed to the position of **Local Inspector** on August 24, 2015 for the Town of Yarmouth. *NERF signed by the Town Manager.* Bill Horrocks opposed

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Bonnie Weeks and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **John Gibney (City of Methuen)** for a second extension of time to become certified an inspector of buildings. Said extension was granted from August 5, 2015 and shall expire February 28, 2016. Don Torrico opposed.
- b. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Brian McDonald (town of Acton)** for a first extension of time to become certified a local inspector. Said extension shall expire January 31, 2016.
- c. On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **Edward Mullen (City of Newton)** for a first extension of time to become certified a local inspector. Said extension shall expire December 31, 2015.
- d. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was **VOTED to DENY** the request of **Frank Obey (City of Lynn)** for a first extension of time to complete the required exams for local inspector. *R7.1.7.4.1* Bill Horrocks, Mathew Hakala and Bonnie Weeks opposed.
- e. On a **MOTION** by Jeff Richards and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Timothy Oliver (City of Lynn)** for a first extension of time to become certified a local inspector. Said extension shall expire November 30, 2015.
- f. On a **MOTION** by Jeff Richards and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Matthew Walsh (Town of Norwood)** for a first extension of time to become certified a local inspector. Said extension shall expire January 31, 2016.

7. Hearings

None.

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

- a. For informational purposes; there are currently 708 certified building inspectors, 272 local and 436 inspector of buildings.
- b. Dates for 2016 BOCC meetings. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to **TABLE** review of the 2016 meeting dates until next meeting.

On a **MOTION** by Jeff Richards and seconded by Bonnie Weeks items c through g were acknowledged as noted below.

- c. Michael Lutrzykowski – Letter received from City of Salem Mayor Mr. Lutrzykowski is no longer a local inspector and has taken on the job responsibilities of managing public building and property renovations.
- d. Scott Sheehan no longer working for the City of Haverhill
- e. David Gagnon no longer working for the Town of Clarksburg or Town of Monroe
- f. Thomas Bridgewater, City of Haverhill, received NERF for appointment date of March 3, 2014. Letter sent he was delinquent in credit hours. His appointment date was actually November 10, 2014, copy of letter from City received. Mr. Bridgewater is current with credit hours and his 12 month expiration date is November 30, 2015.
- g. Notification of retirement
 - i. Ray Renzoni 92-11-052
 - ii. Richard Rollet 92-11-410

- iii. Frank Hitchcock 03-09-1310
- iv. Denis Gaido 08-09-1605
- v. David St. Hilaire 92-11-290
- vi. Stephen Reid 92-11-313

h. On a **MOTION** by Jeff Richards and seconded by Michael Clancy, after reviewing the certified building officials delinquent with their continuing education hours and did not respond to the letter sent, June 12, 2015 or June 18, 2015 to their home address, it was unanimously **VOTED** to revoke their certification.

On a **MOTION** by Bill Horrocks and seconded by Andy Bobola is was **VOTED** to *suspend* **Richard Manfredi's, Town of Plymouth**, inspector of building / building commissioner certification for 60 days. Mr. Manfredi had 33 credit hours at the end of the previous cycle ending December 31, 2014 and is the only active building official who has not maintained their certification or requested a hearing before the Certification Committee for an extension of time to accumulate the required credit hours.

On a **MOTION** by Matthew Hakala and seconded by Jeff Richards it was **VOTED** to request Scott Parker, Town of Framingham and Stanley Tenters, City of New Bedford, for not maintaining their Conditional Local Inspector status by accumulating at least one credit hour per month of employment. Bill Horrocks opposed and Andy Bobola abstains. *Follow up – Mr. Parker and Mr. Tenters are no longer employed with their respective city or town.*

Barss	Steven	13-04-1772	20	LePage	William	14-11-1942	0
Bourgeois	Paul	06-04-1449	41.5	Lively	Vincent	92-11-383	22
Caldwell	John	92-11-210	28	Mahoney	John	06-10-1470	14
Costa	Brian	02-03-1227	32.5	Manfredi	Richard	92-11-429	33
Crawford	Steven	92-11-561	36	McCarty	Jeffrey	01-01-1181	44
Foody	Kenneth	12-04-1749	10	Miller	Donald	92-11-029	13.5
Graves	Donald	03-06-1291	4	O'Regan	Richard	92-11-379	3
Hastings	Kevin	99-07-1091	41	Sherwin	Pete	03-11-1315	23
Kennedy	John	05-10-1417	39.5	Urbinati	Dominic	93-10-031	11
Parker, Scott Town of Framingham		Cond Appt 1/2014	3 – 12 req.	Tenters, Stanley City of New Bedford		Cond Appt 7/2015	3 – 5 req.

i. The following certified building officials were approved on August 11, 2015 by the BBRS for revocation:

Ablondi	Michael	Local	01/08/2008	08-01-1551
Alarie	Ronald	I of B	11/12/1992	92-11-480
Anderson	Kerry	I of B	05/08/2012	12-05-1753
Bartlett	Bernard	I of B	01/25/1995	92-11-357
Calo	Anthony	I of B	11/19/1992	92-11-323
Claffey	Anthony	Local	02/01/2012	12-02-1745
Gaudet	Ralph	I of B	11/12/1992	92-11-537
Gilmore	Kaija	I of B	11/12/1992	92-11-015
Lawrence	Joseph	I of B	06/24/1997	97-06-736
Misiaszek	Theodore	I of B	11/12/1992	92-11-467
Nies	Jay	Local	02/03/2010	10-02-1694
Pooler	Kevin	Local	07/26/1999	99-07-1102
Ricci	Susan	I of B	10/16/2007	07-10-1536
Schuett	Ronald	I of B	05/08/2013	13-05-1774
Vasapollo	Joseph	Local	03/03/1997	97-03-728
Vosburgh	James	I of B	11/12/1992	92-11-566

Willis	Eugene	Local	09/07/2011	11-09-1740
York	Donald	I of B	11/12/1992	92-11-255

j. Discussion was had regarding the issuance of Non Criminal Violation Ticket to Appointing Authorities.

9. Review Application for Continuing Education

a. The continuing education submitted was reviewed by members present; **MOTION** to approve was made by **Jeff Richards** and seconded by **Michael Clancy**. MOTION passed by unanimous vote.

(*) Courses previously approved

Name	Date	Course Description	CEU's	Cat	Course Number
Joseph Leverault	7/30/2015	Climate Change Adaptation & Resilience offered by FLA Planning Information Exchange Steering Committee Webinar	1.5	2	C-2608
SEMBOA	8/12/2015	DEP on new Demolition Regulations & Department of Labor on Asbestos, Rules & Regulations	2.0	1	SE-0815
BJ Church	8/7/2015	ICC 2015 Plan Review Institute	10.0	1	IC-179
Mike Perkins	8/18/2015	12 Hour CSL CEU course - Mass Nail It	10.0	1	C-2233*
Dan Terenzoni Rich Baldacci	8/18- 19/2015	Community Access Monitor Program	5.0	1	C-1002*
Cheryl Odom	4/9/2015	Fire Protection and Plumbing offered by AGC	0		
	5/16- 17/2015	12 Hour CSL CEU course - Greater Boston Code Consultants	10.0	1	C-2233*
Cheryl Odom Tom O'Donnell	5/19/2015	Managing Fire Safety on Your Construction Project - 527 CMR (NFPA 1) <i>construction fire safety management, NFPA 241 plans, and the duties of the Fire Prevention Program Manager</i>	0		
Tom O'Donnell	5/21/2015	Smoke Control in Healthcare and Life Science offered by AGC <i>building systems for the Construction Professional</i>	2.0	1	C-2609
Robert Speroni	8/13/2015	CSG Webinar MA-The changing Residential Energy Code-Moving from the 2009 IECC to 21012 IECC	2.0	1	C-2426*
David Veleta	6/17/2015	CSG - MA-Commercial Energy Code - Envelope and Building Science	3.0	1	C-2515*
	5/15/2015	CPR / AED	2.0	2	C-2333*
	3/3/2015	Dig Safe and Managing Underground Safety Training (MUST)	3.0	1	C-2086*
	2/20/2015	Hazardous Waste Operations and Emergency Response Refresher	4.0	1	C-2621
District 11	7/28/2015	Certificate of Occupancy	1.0	2	D11-0715
Rick Vlahos	8/4/2015	Fireplace Inspections Made Easy offered by National Fireplace Institute	3.0	1	C-2553*
District 8	8/12/2015	Enforcement	1.0	2	D8-0815
Keith Fox	4/15/2015	BCD301 Prescriptive Residential Wood Deck Construction Guide (DCA6 - 2009 IRC version)	2.0	1	C-3240*
	6/26/2015	MAT240-A Cross Laminated Timber offered by American Wood Council	1.0	1	C-2610
	6/26/2015	MAT250 How New Trends in Wood Construction Comply with the Building Code offered by American Wood Council	1.0	1	C-2611

	6/26/2015	BCD410-1 International Building Code Essentials offered by American Council offered by American Wood Council	1.0	1	C-2612
	5/31/2015	Heat Recovery Ventilation: Why Efficiency Matters offered by AECDaily webinar	1.0	2	C-2613
	6/2/2015	Reflective Insulation & Radiant Barriers offered by AECDaily webinar	1.0	2	C-2614
	6/3/2015	Post-Frame Construction in Low-Rise Commercial Buildings offered by AECDaily webinar	1.0	2	C-2615
	6/5/2015	Introduction to Firestopping offered by AECDaily webinar	1.0	2	C-2616
	6/6/2015	New Code Requirements for Fire Rated Doors and Hardware offered by AECDaily webinar	1.0	2	C-2617
	6/14/2015	Concrete Tile Roof Systems: The Sustainable, Superior Roof Solution offered by AECDaily webinar	1.0	2	C-2618
	6/14/2015	Modern Building Codes: Keeping Peace with the Wood Revolution offered by McGraw-Hill Const webinar	1.0	2	C-2619
	6/21/2015	High-Performance Wood-Framed Roofs offered by McGraw-Hill Const webinar	1.0	2	C-2620
District 13	8/25/2015	District Meeting - 9 th Edition Building Code / Construction Control	2.5	1	D13-0815

Next meeting scheduled for **October 6, 2015, UMASS Amherst, Amherst, MA**