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Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE

Sturbridge Public Safety Building

Sturbridge, MA

January 4, 2017 9:00 a.m.

Meeting called to order by the Chairman at 9:23 a.m. followed by roll call:

1. **Roll Call**

- | | | |
|---|---|--|
| a. Donald R. Torrico, Chairman
<i>-Building Officials of Western Massachusetts Member, Lee</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman
<i>-Southeastern Building Official's Association, Hingham</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| c. Jeff Richards
<i>-Massachusetts Building Commissioner's Association, Weymouth</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| d. Bonnie Weeks
<i>- Member At Large, Palmer</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| e. Andrew Bobola
<i>- Member At Large, Mattapoisett</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Matthew Hakala
<i>- Member At Large, Westford</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller
<i>- Massachusetts Municipal Association Representative</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| h. Vacant
<i>- Member from Academia</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| i. Bill Horrocks
<i>- BBRS Representative</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS
Harold Leaming, DPS

2. The minutes from the BOCC meeting on **December 7, 2016**, were reviewed by members present; **MOTION** to approve these minutes was made by **Bonnie Weeks**, and seconded by **Andy Bobola**. The vote was unanimous.

3. Application for Certification Packets

- a. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was unanimously VOTED to approve the application of **Florindo Barese** (Town of Medway) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. Reminder of the minimum credit hour requirement. (BO-2032).
- b. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously VOTED to approve the application of **Louis Cavagnaro** (City of Revere) for certification in the capacity of **Local Inspector** pending receipt of required credit hours per 780 CMR R7.3.1. Mr. Cavagnaro currently has 8 credit hours and he is required to have at least 16 credit hours. Once the additional hours have been received, having met the minimum qualifications for said position defined by MGL c 143 § 3, his certificate will be mailed. (BO-2017).
- c. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was unanimously VOTED to approve the application of **David Horne** (City of Worcester) for certification in the capacity of **Building Commissioner \ Inspector of Buildings** having met the minimum qualifications for said position defined by MGL c 143 § 3. Reminder to be included with regards to the minimum credit hour requirement. (BO-1307).
- d. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously VOTED to approve the application of **Michael McAteer** (City of Chelsea) for certification in the capacity of **Building Commissioner \ Inspector of Buildings** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-0965).

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 **Paul Creedon** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Creedon meets the minimum qualifications set forth by the BBRs for said position of local inspector and inspector of buildings / building commissioner as 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 Matthew Hakala it was unanimously VOTED to grant the request of **Brandon Maroney** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Maroney meets the minimum qualifications set forth by the BBRs for said position of local inspector and inspector of buildings / building commissioner as defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was VOTED to table the request of **Joseph E. O'Brien** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee has requested detailed information on direct supervision and general knowledge of the Massachusetts Building Code as defined by MGL c 143 § 3. Bill Horrocks opposed.
- d. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was VOTED to grant the request of **Jill Queenan-Gaudreau** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the additional information provided and has determined Ms. Queenan-Gaudreau 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. Bill Horrocks abstain
- e. On a **MOTION** by Bill Horrocks and seconded by Bonnie Weeks it was unanimously VOTED to deny the request of **Horacio Rodriguez** (City of Lawrence) for approval to take the required exams to become certified as a building code enforcement official. Mr. Rodriguez must request a hearing to appeal the Certification's Decision in order to remain in the position of Local Inspector for the City of Lawrence.
- f. On a **MOTION** by Matthew Hakala and seconded by Bill Horrocks it was unanimously VOTED to deny the request of **Howard Senior** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee determined Mr. Senior does not meet the minimum qualifications as defined by MGL c 143 § 3.
- g. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously VOTED to grant the request of **Charles Willse** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the additional information provided and has determined Mr. Willse 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.

New Employee Report Form Packets

- a. On a **MOTION** by Mathew Hakala and seconded by Don Torrico it was **VOTED** to acknowledge the *New Employee Report Form* of **Sibel Asantugrul** newly appointed to the position of **Local Inspector** for the Town of Wellfleet. Appointed, December 13, 2016, not yet certified as a local inspector. Twelve month grace period expires December 31, 2017. *NERF signed by Town Administrator- does not appoint fire or police.* Andy Bobola opposed. Bill Horrocks abstain.
- b. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Trey Copeland** appointed to the position of **Local Inspector** for the City of Springfield. Appointed, August 15, 2016, not yet certified as a local inspector. Twelve month grace period expires August 30, 2017. *NERF signed by Mayor.*
- c. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Scott Fitzpatrick** newly appointed to the position of **Building Commissioner** for the Town of Middleton on August 15, 2016. *NERF signed by Chairman.*
- d. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jonathan Flagg** appointed to the position of **Building Commissioner** on December 6, 2016 for the Town of Blandford. *NERF signed by Chairman.*
- e. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul Gilbert** newly appointed to the position of **Local Inspector** for the City of Newton. Appointed, November 21, 2016, not yet certified as a local inspector. Twelve month grace period expires November 30, 2017. *NERF signed by Mayor.*
- f. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Lawrence Gill** newly appointed to the position of **Local Inspector** for the Town of Plymouth. Appointed, December 5, 2016, not yet certified as a local inspector. Twelve month grace period expires December 31, 2017. *NERF signed by Town Manager.*
- g. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was **VOTED** to acknowledge the *New Employee Report Form* of **Brian Harrison** newly appointed to the position of **Building Commissioner** on October 27, 2016 for the Town of Wellfleet. *NERF signed by Town Administrator – does not appoint fire or police.* Andy Bobola opposed. Bill Horrocks abstain.
- h. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Joseph Latronica** newly appointed to the position of **Local Inspector** on November 1, 2016 for the Town of South Hadley. *NERF signed by Town Administrator –appoints fire and police.*
- i. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Larry Lench** appointed to the position of **Building Commissioner** on July 1, 2016 for the Town of Douglas. *NERF signed by Town Administrator –appoints fire and police.*
- j. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael McAteer** appointed to the position of **Building Commissioner** on September 28, 2015 for the City of Chelsea. *NERF signed by City Manager –appoints all employees.*
- k. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **John Moran** newly appointed to the position of **Building Commissioner** for the Town of Monson. Appointed, October 28, 2016, not yet certified as a building commissioner. Eighteen month grace period expires April 30, 18. *NERF signed by Chairman.*
- l. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Thomas Quinlan** appointed to the position of **Building Commissioner** for the Town of Southamptton. Appointed, July 1, 2015, not yet certified as a building commissioner. Eighteen month grace period expires January 31, 2017. *NERF signed by Chair.*
- m. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was **VOTED** to acknowledge the *New Employee Report Form* of **Christopher Rice** appointed to the position of **Building Commissioner** for the Town of Ware. Appointed, July 1, 2015, not yet certified as a building commissioner. Eighteen month grace period expires January 31, 2017. *NERF signed by Town Manager – does not appoint police or fire.* Andy Bobola opposed. Bill Horrocks abstain.

- n. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to deny the *New Employee Report Form* of **Horacio Rodriguez** appointed to the position of **Local Inspector** for the City of Lawrence. Mr. Rodriguez's qualifications were denied. *NERF signed by Mayor.*
- o. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **David Rowell** newly appointed to the position of **Local Inspector** for the Town of Provincetown. Appointed, September 12, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2017. *NERF signed by Town Manager shall hire all town employees – appoints police chief with approval of board of selectmen.*
- p. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Angelo Salamone** newly appointed to the position of **Local Inspector** for the City of Amesbury. Appointed, November 21, 2016, not yet certified as a local inspector. Twelve month grace period expires November 30, 2017. *NERF signed by Mayor.*
- q. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Timothy X. Sears** newly appointed to the position of **Local Inspector** on September 19, 2016 for the Town of Williamstown. *NERF signed by Town Manager – is the chief executive officer.*
- r. On a **MOTION** by Bonnie Weeks and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jason Silva** newly appointed to the position of **Building Commissioner** on November 29, 2016 for the Town of Kingston. *NERF signed by Chairman.*
- s. On a **MOTION** by Bonnie Weeks and seconded by Andy Bobola it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Steven Solari** appointed to the position of **Building Commissioner** on June 13, 2016 for the Town of East Bridgewater. *NERF signed by Chairman.*
- t. On a **MOTION** by Andy Bobola and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **James Wasielewski** appointed to the position of **Local Inspector** on August 22, 2016 for the Town of Duxbury. *NERF signed by Town Manager – appoints fire and police.*
- u. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael White** appointed to the position of **Building Commissioner** on September 19, 2016 for the Town of West Bridgewater. *NERF signed by Chairman.*

5. Extension Requests to be Certified Packets

- a. On a **MOTION** by Matthew Hakala and seconded by Bonnie Weeks it was unanimously **VOTED** to grant the request of **William McGrady (Town of Swansea)** for a first extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire July 31, 2017.
- b. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Thomas Quinlan (Town of Southampton)** for a first extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire July 31, 2017.

6. Hearings

- a. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously voted to grant **John Hartman (No Affiliation)**, BOCC 1-2017, for approval to take the required exams to become certified as a building code enforcement official. After testimony from Mr. Hartman, the Committee deems he meets the minimum qualifications, based on his associate degree from Northwest Technical Institute in Architectural Drafting and Design, 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.

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

- a. For Informational purposes:
There are currently 707 certified building inspectors -- 286 Local – 421 Inspector of Buildings
- b. The BOCC is still requesting clarification as to who has more authority Town Manager or Town Administrator? The Administrator is the administrator to a Board; the Town Manager has independent authority. The Town Administrator position was created in the 1980’s to take over the administrative work for the select boards and they then changed the position from Administrator to Managers.
According to M.G.L. 143 § 3 “...The inspector of buildings or building commissioner shall report directly and be solely responsible to the person or public body that appointed him...”
- c. Should the BOCC just accept the city or town charter stating the person who signed the *New Employee Report Form* is in fact the appointing authority, *chief administrative officer per MGL c 143 § 3*, without further discussion? Despite the fact the appointing authority may not be the Chairman in a Town or the Mayor in a City.
- d. Discussion regarding the Federation and the Technology exam. Matthew Hakala provided an update that the Federation does not want the Technology Exam removed and the *On Boarding* course the BBRS proposed should be in addition to the three required ICC exams. The Federation’s feelings are ‘the members of the Federation had to complete all three exams so everyone should have to complete all three exams’. Don Torrico stated BOWM has not discussed this at their meeting, Andy Bobola stated SEMBOA has not discussed this so why would the Federation be discussing this without first bringing it forward to all Associations.

Bill Horrocks continued the discussion the BBRS approved dropping the Technology exam in January 2016 but has not gone through the public hearing process. If all three ICC exams are to be required in addition to the *On Boarding* course no building official will be grandfathered in. Everyone will be required to complete the week long *On Boarding* and if there is an exam at the end of the course they will need to pass that exam to keep their position; if all new building officials have completed and passed the course everyone will have to take the course and pass the final exam. For years the building officials have been asking for training at the State level and we finally have the opportunity to have this training and the Federation is not in support. The *On Boarding* would provide support from the Commonwealth that the cities and towns are not providing the building officials. The building officials have never been tested on the Mass Amendments, this will benefit the building officials to be tested on Chapter One, The Handicap Code, Zoning, everything that has to do with your everyday decisions.

One of the main reasons behind dropping the Technology exams is due to the ICC only allowing a person to complete the same exam twice in a six month period then having to wait an additional six months before they can retake that exam again.

8. Review Application for Continuing Education

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

Name	Date	Course Description	CEU's	Cat	Course Number
David Lovering	12/1/2016	Hot Work Safety Certificate Program (Boston Hot Work Safety Program) offered by NFPA <i>construction industry develop awareness and understanding...where hot work occurs</i>	3.5	1	C-2786
ICC	12/5-9/2016	2015 Plan Review Institute	10.0	1	
		2015 IBC Performing Nonstructural Plan Reviews	6.0	1	IC-263
		2015 IBC Performing Structural Plan Reviews	6.0	1	IC-264
		2015 IRC Performing Residential Plan Reviews	6.0	1	IC-265
Ken Barwick	12/5-8/2016	273, Managing Floodplain Development through the NFIP	10.0	1	C-2787
District 12	11/30/2016	District Meeting Permitting and Appointing Authority	3.0	1	D12-1116
District 11	12/6/2016	2015 Residential Energy Code	2.0	2	D11-1216
Wayne Wilson	11/19/2016	FEMA IS-00394.a Protecting Your Home or Small Business from Disaster <i>Independent Study Course</i>	10.0	1	C-1688
	11/25/2016	FEMA IS-00559 Local Damage Assessment <i>Independent Study Course</i>	2.0	1	C-1688
	2/15/2016	FEMA is-00280 Overview of: Eng Prin and Prac for Retrofitting Flood-Prone Res Struc, FEMA Pub 259, 3 rd Ed <i>Independent Study</i>	1.0	1	C-1688

		<i>Course</i>			
District 1 and 2	11/10/2016	780 CMR – Residential Vapor Retarder, Concrete Piers Stamp Drawings / Horizontal Steel Placement, CSL/HIC issues	3.0	1	D1-1116
State Bldg Insp	12/15/2016	Round Table	2.0	2	SBI-1216
SEMBOA	12/14/2016	Intumescent Fire Coating by Chris Birchfield	3.0	1	SE-1216
District 3	12/14/2016	Round Table	1.0	2	D3-1216
MetroWest	12/13/2016	MGL Chapter 40 Section 21D – non-criminal disposition AG’s office	3.0	1	MW-1216
Matthias Mulvey	10/6/2016	CSI Webinar on Slip Resistance of Flooring Materials	1.0	2	C-2788
	11/2/2016	CSI Webinar on Stucco Cladding Options	1.0	2	C-2789
	10/27/2016	Efficient Design Assist – Precast Concrete Case Studies, Involvement of Precast Concrete Manufacturer in the design systems.	1.0	2	C-2790
	10/28/2016	Radcliffe College Symposium on the effects of rising sea. Discussion of what laws and regulations need to change to protect environment and structures	0		C-2791
James Leitch	1/6/2016	DPLE 226 – Building Codes: Gravity is the only Law that can be certified	1.0	1	C-2792
	1/21/2016	DES413-2 shear Wall Design Examples per 2015 WFCM and 2015 SDPWS ICC#1020-5675 webinar – offered by American Wood Council	1.0	2	C-2793
	2/10/2016	The Application of Traditional and Modern Heavy Timber webinar offered by Wood Products Council	1.0	2	C-2794
	4/21/2016	DPLE 224 – Stopping & Starting Projects	0		C-2795
	6/15/2016	DPLE 171 – ADA Regulations and their Impact on Design Professionals	1.0	1	C-2796
	9/22/2016	STD342-1 Calculating Wind Loads on Low-Rise Structures per WFCM Engineering Provisions offered by American Wood Council ICC#1020-8912	2.0	1	C-2797
	10/20/2016	Challenges of Wood Doors in coastal Environments offered by Architectural Woodwork Institute	1.0	2	C-2798
	10/20/2016	Understanding Air Barrier Systems and Design Options offered by Henry Company	1.0	1	C-2799
	10/20/2016	Paint 201 Practical Solutions and Problem-Solving Techniques	0		C-2800
	10/20/2016	The Next Generation bathroom	0		C-2801

Next meeting scheduled for **February 1, 2017, Sturbridge Public Safety Building, Sturbridge, MA**