



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
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MIKE KENNEALY
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Office of Public Safety and Inspections
Board of Building Regulations and Standards
1000 Washington Street, Suite 710 • Boston • Massachusetts • 02118

EDWARD A. PALLESCHI
UNDERSECRETARY OF CONSUMER
AFFAIRS AND BUSINESS
REGULATION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

January 10, 2022

James Malkin, Chair
Town of Chilmark
PO Box 119
Chilmark, MA 02535

RECEIVED

JAN 24 2022

Town of Chilmark
Board of Building Regulations and Standards
Front Street

RE: Building Code Enforcement Official Certification

Dear James:

This letter is to acknowledge receipt of the *New Employee Report Form* that was forwarded in announcement of **Forrest Filler's** conditional appointment to the position of **Local Inspector** for the Town of Chilmark.

In accordance with 780 CMR R7, *the Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors*, Forrest Filler will have twelve (12) months from the date wherein to become certified. The twelve-month period will expire **December 31, 2022**. If Forrest is not successful in passing requisite exams during this period, he is required to forward a request for extension to the Building Official Certification Committee. The request shall clearly define reasons for the delay.

The pertinent regulation language is repeated below for your knowledge and convenience.

R7.1.7.4 Conditional Appointment. Individuals who meet or exceed the experience requirements pursuant to M.G.L. c. 143, § 3 and 780 CMR, but who are not certified under the provisions of R7 may be appointed on a conditional basis only. If so appointed these requirements shall be met:

1. Immediately upon appointment, the city or town clerk shall report the conditional appointment to the BBRS in accordance with R7.1.7.2.
2. Within the first six months of employment the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification.
3. Within one year following the first six months of employment the conditional appointee who is appointed as an inspector of buildings/building commissioner shall attain a passing score on all of the examinations required for that category of certification.
4. Within six months following the first six months of employment the conditional appointee who is appointed as a local inspector shall attain a passing score on all of the examinations required for that category of certification.
5. In accordance with R7.1.7.4.1, a conditional appointee may petition the BOCC in writing for an extension of time to comply with the examination schedule of R7. Upon establishment of cause, the BOCC may grant such extensions of time as it may consider appropriate.
6. Conditional appointees shall notify the BBRS of any change in the status of their employment, within one month of such change.
7. Any individual conditionally appointed as an inspector of buildings/building commissioner shall first be certified as a local inspector.



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.

R7.1.7.4.2 Notification. The BOCC shall, within ten days of any action taken by the committee pursuant to R7, notify the appointing authority in writing of such action.

R7.1.7.4.3 Notice of non-compliance. Any conditional appointee who has not attained passing scores in all examinations required for certification as an inspector of buildings / building commissioner and /or local inspector and who exhausted extension time as afforded by R7.1.7.4.1 shall be deemed to be in non-compliance with M.G.L. c.143, §3 and unauthorized to serve as a conditional appointee in the position for which they are not yet certified.


R7.3 REQUIREMENTS FOR MAINTENANCE OF CERTIFICATION STATUS

R7.3.1 Continuing education requirements. Within each three-year period following initial certification, the registrant to maintain certification shall complete 45 hours of continuing education credit acceptable to the BOCC. Conditional appointees as defined by R7 shall attain at least one contact hour of education credit for each month of employment until such time as the conditional appointee has successfully completed the required examination schedule and is certified as prescribed.

If you have any questions regarding this matter, please contact me @ 617-861-7233 or kimberly.spencer@mass.gov

Very truly yours;

BUILDING OFFICIAL CERTIFICATION COMMITTEE



Kimberly Spencer
Program Coordinator

cc: File, Forrest Filler
Enc.



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

MIKE KENNEALY
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LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

January 10, 2022

Forrest Filler
Building Department
PO Box 119
Chilmark, MA 02535

RECEIVED

JAN 24 2022

Town of Chilmark
Board of Selectmen
Front Desk

RE: BUILDING CODE ENFORCEMENT OFFICIAL CERTIFICATION

Dear Forrest:

This letter is to acknowledge receipt your *New Employee Report Form* that was forwarded in announcement of your appointment to the position of **Local Inspector** for the Town of Chilmark.

As you are aware, MGL c 143 § 3, requires all building code enforcement officials to be certified in accordance with procedures established by the Board of Building Regulations and Standards. In accordance with 780 CMR R7, *the Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors*, you have twelve (12) months from the date of appointment, **December 3, 2021**, wherein to become certified, which is **December 31, 2022**.

"R7.1.7.4-2 Within the first six months of employment (**June 30, 2022**), per BOCC, the conditional appointee shall make application to take the examination(s)..."

"R7.3.1 Continuing education requirements. ... Conditional appointees as defined by R7 shall attain at least one contact hour of education credit for each month of employment until such time as the conditional appointee has successfully completed the required examination schedule and is certified as prescribed."

If you have any questions regarding this matter, please contact me @ 617-826-5224 or kimberly.spencer@mass.gov

Very truly yours;

BUILDING OFFICIAL CERTIFICATION COMMITTEE

Kimberly Spencer
Program Coordinator

Cc: ✓ James Malkin, Chair
Building Commissioner
Marc LaPointe, State Building Inspector





Commonwealth of Massachusetts

The Building Official Certification Committee

Exam Process Timeline

s/bbrs/examprocesstimeline

It is the responsibility of the individual seeking certification and the hiring municipality to ensure that all aspects of the certification process are met. 780 CMR R7 defines all requirements of the certification program. www.mass.gov/dpl/opsi

RECEIVED

Name: Forrest Filler
 Position: Local Inspector
 Municipality: Town of Chilmark
 Appointment Date: December 3, 2021

COPY

JAN 24 2022

Town of Chilmark
Board of Selectmen
Front Desk

In accordance with...

R7 2.2.1 & 2.3.1 qualifications were approved on December 7, 2021

R7.1.7.4-2 WITHIN THE FIRST 6 MONTHS of employment **June 30, 2022**, per BOCC, the conditional appointee shall make application to take the examination(s) required for the appropriate category of certification as identified in 780 CMR R7.2.

Inspector of Buildings / Building Commissioner must attain a passing score on all required examinations within one year following the first six months, **N/A**, (18 months).

Local Inspector must attain a passing score on all required examinations within six months following the first six months, **December 31, 2022**, (12 months).

R7.3.1 Conditional Appointees (local inspectors) shall attain at least one contact hour of education for each month of employment (accumulative).

R7.1.7.4-5 a conditional appointee may petition the Building Official Certification Committee (BOCC) using the *Extension Request* form for an extension of time to comply with the examination schedule of R7. Upon establishment of cause, the BOCC may grant such an extension of time as it may consider appropriate.

Please sign and return, via email, by January 28, 2022:

I have read and understand 780 CMR R7, the "Rules and Regulations for the Certification of Inspectors of Buildings, Building Commissioners and Local Inspectors".

Forrest Filler Date: _____