

City of Boston BERDO Review Board  
Public Meeting Minutes  
Zoom Virtual Meeting  
June 24, 2024, at 4:30 pm  
[View recording here](#)

**Board Members in Attendance:** Gail Latimore, Councilor Gabriela Coletta Zapata, Lovette Jacobs, Jack Nelson, and Stephen Ellis.

**Board Members not in Attendance:** Rashida Boyd

**Staff Present:** Aidan Callan, Diana Vasquez, and Zengel “Ziggy” Chin

**Others:** Approximately six (6) members of the public attended this meeting.

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**Motion to Nominate Acting Chair**

**4:34 pm:** Environment staff D. Vasquez led a vote for Acting Chair. Board Member G. Latimore made a motion to nominate Board Member S. Ellis to serve as Acting Chair. Board Member L. Jacobs seconded the motion. All Board Members in attendance (5) were in favor. The motion carried at 4:35 pm.

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**Call Meeting to Order**

**4:35 pm:** A meeting of the Building Emissions Reduction and Disclosure Ordinance, hereafter referred to as (BERDO), within the Air Pollution Control Commission, was called to order on June 24 at 4:35 pm. This meeting was held virtually.

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**Roll Call**

**4:35 pm:** The following BERDO Review Board members were in attendance: Acting Chair Stephen Ellis, Councilor Gabriela Coletta Zapata, Lovette Jacobs, Gail Latimore, and Jack Nelson.

The following Environment Department staff were in attendance: Aidan Callan, Diana Vasquez, and Zengel “Ziggy” Chin.

Others: Approximately six (6) members of the public attended this meeting.

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**First Agenda Item: Approval of Meeting Minutes.**

**4:38 pm:** The Review Board voted on approving the [June 10 Meeting Minutes](#). Board Member J. Nelson made a motion to approve the meeting minutes. Board Member L.

Jacobs seconded the motion. Five (5) Board Members voted in favor and one (1) abstained. The motion carried at 4:38 pm.

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**Second Agenda Item: Update and Discussion on BERDO Reporting.**

**4:39 pm:** A. Callan presented the compliance data for reporting by square footage and building type. He also shared how the Environment Department is attempting to reach out to non-compliant building owners and gain contact information for buildings that have not yet been claimed by an owner.

**4:46 pm:** Board Q&A Session

- S. Ellis asked for an additional BERDO reporting update after the August 15 extended reporting deadline (for owners who have an approved extension request) on compliance and outreach efforts.
  - G. Latimore inquired how long the City thinks it will take to visit all the buildings that have not yet been claimed via door-to-door outreach.
    - A. Callan answered that the Environment Department is working with the analytics team to create an optimized route to visit as many buildings as possible in the shortest amount of time. Other team members in the department will also visit buildings close to their homes during remote days to help with the effort. The goal is to wrap up the door-to-door outreach by the end of the summer.
    - G. Latimore asked a follow-up question if the Environment Department is targeting the 29% of buildings not claimed through the door-to-door outreach.
    - A. Callan answered that the 29% seems to be smaller buildings that are trickier to contact but he shared that he believes the door-to-door will be a good way to contact them.
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**Third Agenda Item: Discussion and Update on the Equitable Emissions Investment Fund**

**4:54 pm:** D. Vasquez presented a report regarding the Equitable Emissions Investment Fund information sessions and the feedback received from attendees.

**4:56 pm:** Board Q&A Session

- S. Ellis asked if there have been any submitted applications for the Equitable Emissions Investment Fund (the Fund) or Long-term Hardship Compliance Plans (HCPs).
  - D. Vasquez confirmed that there have not been any submitted applications for the Fund or for long-term HCP.

**4:59 pm:** Board member G. Latimore made a motion to extend the Equitable Emissions Investment Fund application cycle until July 31. Board member J. Nelson seconded the motion. All board members in attendance (5) voted in favor. The motion carried at 5:01 pm.

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#### **Fourth Agenda Item: Administrative Updates**

**5: 01 pm:** Z. Chin shared that Hessann Farooqi has not been confirmed by the City Council yet. However, if Hessann is not approved by City Council within 3 months of being referred it states in the regulations that he will be presumed to have been approved and appointed to the Review Board.

The next meeting is scheduled for July 8.

**5:02 pm:** Acting Chair S. Ellis opened a public comment period.

**5:03 pm:** Acting Chair S. Ellis closed a public comment period.

- Councilor G. Coletta Zapata asked for clarification on the process to confirm Hessann's nomination
  - D. Vasquez explained the regulations state that a nominee shall be presumed to have been approved and appointed to the Review Board should the Council not vote on the nominee within three months of being referred. The three-month mark for Hessann's nomination will be on July 3.

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#### **Fifth Agenda Item: RDH Building Science Technical Capacity Building Training**

**5:05 pm:** Acting Chair S. Ellis made a motion to continue the second session of RDH Training until the next meeting on July 8 to increase Board member participation. Board member G. Latimore seconded the motion. All board members in attendance (5) voted in favor. The motion carried at 5:06 pm.

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#### **Meeting Adjournment**

**5:06 pm:** Board Member J. Nelson made a motion to adjourn the meeting. Board Member G. Latimore seconded. All board members in attendance (5) voted in favor. The motion carried at 5:06 pm.