

**HEATING, PIPING, COOLING AND SHEET METAL WORK EXAMINING BOARD**  
**MEETING MINUTES**  
**July 22, 2025**

Chairman Barrieau called the meeting to order at 9:10 am.

**Board Members Present:**

Robert H. Barrieau, Chairperson	Unlimited Contractor
John T. Higgins, Jr.	Unlimited Journeyperson
Brent Davenport	Unlimited Contractor
David G. Foster	Unlimited/General Contractor

**Board Members Not Present:**

Mark Macchio	Public Member
Michael Rosario	Unlimited Journeyperson
Emmanuel Heredia	Sheet Metal Journeyperson
Cameron G. Champlin, Jr.	Unlimited Journeyperson

**Board Vacancies:**

(1) Sheet Metal Limited Contractor  
(3) Public Members

**DCP Staff Present:**

Rachelle Hyburg, Board Coordinator  
Paul Grabowski, Legal Program Director  
Janita Hamel, Supervising Special Investigator

**Public Present:**

Daniel Steiner  
Bryan Royster  
Brandon Oakes  
Patrick Lynn  
Art Nittolo  
Thomas Borrelli  
James Versocki

**Note:** The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Investigations Division. For more information, refer to DCP Agency website: [www.ct.gov/dcp](http://www.ct.gov/dcp).

### **MINUTES OF PREVIOUS MEETING:**

- Review of the April 03, 2025, meeting minutes.
  - Board Member Davenport made a motion to accept. Board Member Foster seconded the motion. The motion passed unanimously.

### **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:**

- None

### **DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

- 05.01.25 to 06.30.25
  - Open: 7
  - Closed: 51
  - AVC: \$23,000

### **DCP LEGAL DIVISION**

### **OLD BUSINESS:**

1. Applications for Review:
  - a. Bryan Royster – HTG.0412876-D2
    - i. Appeared before the Board on 7-18-24. The Board recommended that he completes one more year of apprenticeship. The applicant has submitted email from DOL for review.
    - ii. Board Member Foster moved to approve the applicant sit for the D2 exam. Board Member Higgins seconded the motion. The motion passed unanimously.
  - b. Brandon Oakes – HTG.0413784-S7
    - i. Appeared before the Board on 7-31-23. Board approved for S-8 exam at this meeting. The applicant has held S-8 since 2-26-24.
    - ii. The applicant has submitted an S-7 application and is seeking approval for S-7 exam, as he has equivalent experience due to having held a P-1 Unlimited Contractor license in good standing since 4-20-22.
    - iii. Board Member Foster moved to approve the applicant sit for the S7 exam. Board Member Davenport seconded the motion. The motion passed unanimously.
2. Update on the transition from the Certified Employee Training Program (CETP) to the PERC Education Program (PEP)
  - a. No updates at this time.

3. Update on CT Apprenticeship Program (D2 and/or S2) with Local 30 Joint Apprenticeship Training Committee (JATC) discussion
  - a. In depth discussion regarding the differences between NY and CT apprenticeship programs and what updates they've made to the curriculum for the CT program. Local 30 is looking for Board approval of their proposed curriculum.
  - b. The Board inquired whether they would have on-the-job training hours as a part of the curriculum.
  - c. The Board also inquired how apprentices will get installation training in this program.
  - d. Chairman Barrieau requested a breakdown of how many S2/D2 licensees they have in CT.

#### **NEW BUSINESS:**

1. Aiello Home Services - Keith Miller License
  - a. Previously, Aiello applied to have Keith Miller as the contractor of record, but was denied as they are listed as the contractor of record for a company in North Carolina.
  - b. Mr. Steiner is before the board on behalf of Aiello to request that Keith Miller be accepted as a contractor of record. Aiello does currently have a contractor of record but would like to have Mr. Miller as a backup contractor of record.
  - c. The Board noted concerns that Mr. Miller would not be able to be active in the business and overseeing jobs while living full-time in North Carolina.
  - d. The Board stated that they will not provide pre-approval, but if the situation arises – Aiello would need to come before the board for review. And that they will need to review this further with DCP Legal.

#### **CORRESPONDENCE:**

#### **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

- DCP's John Mesner is looking for clarity on an issue. If an oil tank or propane tank runs out, can an unlicensed driver reset the burner or relight the pilot.
  - The board noted that it must be a licensed professional that does that work.

#### **ADJOURNMENT**

Chairman Barrieau adjourned the meeting at 9:58 am.

Respectfully submitted,  
Rachelle Hyburg  
Board Coordinator

2025 BOARD MEETING SCHEDULE:

October 2