

**Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF ARCHITECTS  
Location: 89 Main Street, 3<sup>rd</sup> Floor, Montpelier, VT 05602**

**Approved Minutes**

**October 6, 2015**

**Members present:** Jennifer Arbuckle, Chair; Frank Guillot; Keith Robinson, Secretary; Ingrid Nichols; Beth Chenette and Matthew Lutz.

**Staff present:** Danielle Rubalcaba, Licensing Board Specialist; Carla Preston, Case Manager, and Lauren Hibbert, Prosecuting Attorney; and Gabe Gilman, General Counsel.

1. 10:05 a.m. Called to order

2. **Approval of the Minutes of the August 3, 2015 meeting.** F. Guillot made a motion to accept the minutes of the August 3, 2015 meeting as presented. B. Chenette seconded the motion. Motion passed.

3. **Reports/Follow-up cases.** Case Managers Report by Carla Preston

Ms. Preston informed the Board they currently have four (4) cases. One (1) case is pending a hearing, one (1) case is on hold, one (1) case the Investigative Team met and recommended closing, and one (1) is pending a closing report at today's meeting.

4. **Hearings/Stipulations/Concluded Investigations:**

2014-712 A motion was made by F. Guillot to approve this concluded report as is. Motion seconded by J. Arbuckle. K. Robinson recused himself. Motion carried.

2013-712 A motion was made by J. Arbuckle and seconded by F. Guillot to have a deliberative session to discuss this stipulation and consent order. Motion carried. A second motion was made after deliberative session to reject the current stipulation and consent order, revise it and bring it back for review at the next meeting. I. Nichols recused herself. Motion carried.

2014-65 Notice of Dismissal reviewed.

5. **Licensing – Review the following applications for licensure**

K. Robinson made a motion to approve the following applicants for licensure. I. Nichols seconded the motion. Motion passed.

Christopher Nardone, NCARB  
William Harke, NCARB  
Joshua Crandall, Completed A.R.E.  
Jennifer Lane, Endorsement  
Robert Walker IV, NCARB  
George Shmidheiser, NCARB  
John Hall, NCARB  
James Lalli, NCARB  
Steven Olson, NCARB

Robert Lara, NCARB  
Jay Brotman, NCARB  
Robert Sholozdra, NCARB  
Kenneth Mackenzie, NCARB  
Rebecca Olson, NCARB  
Derek Gribulis, NCARB  
Josh Lewis, NCARB  
Jeremiah Goulet, Completed A.R.E.  
Gail Cyr, NCARB

The Board reviewed and approved the following applicant to sit for the A.R.E. based upon successfully meeting the Vermont requirements:

William Nartowicz

**6. Discussion Items:**

Budgets with Colin Benjamin – A motion was made by J. Arbuckle to move the budget as is. Motion seconded by I. Nichols. Motion passed.

IDP Hours Requirement – A motion was made by J. Arbuckle to require applicants to submit a completed IDP record prior to approving them to sit for the A.R.E exams. Motion seconded by I. Nichols. Motion passed.

Board Elections - A motion was made by I. Nichols to continue the board elections as is. Motion seconded by M. Lutz. Motion passed.

The board will review the rule revisions at the next board meeting.

**7. Adjourn.** There being no further business to attend J. Arbuckle adjourned the meeting at 12:03 pm.

**Next Meeting: December 8th, 2015**