

**Vermont Board of Land Surveyors**  
Secretary of State, Office of Professional Regulation  
National Life Building, North Fl 2  
Montpelier, VT 05620-3402

**Approved Minutes**  
**Meeting of Tuesday, September 20, 2011**

1. The meeting was called to order at 9:06 a.m.

Members present: Shane B. Clark, L.S., Chairman; Dorothy Hayden, Vice-Chair; Jonathan R. Abts, L.S.; and Timothy Short, L.S.

Participated via telephone: Charles Rockwell, L.S.

Absent: Timothy O'Meara and Debra Daniels Mithoefer, L.S.

OPR Personnel present: Larry Novins, Board Counsel; Carla Preston, Case Manager; and Kara Shangraw, Administrative Assistant.

Others present: Robert D'Orazio

2. The Chair called for approval of the Minutes of the July 19<sup>th</sup> meeting. Ms. Hayden made a motion, seconded by Mr. Rockwell, to approve the Minutes of the July 19, 2011 meeting as submitted. Motion passed 5-0.

3. **Legislation/Rulemaking:**

- The Board reviewed the comments to its draft Rules & Portfolio checklist and made further revisions.

4. **Reports/Guests:**

Mr. Robert D'Orazio asked that the Board consider changing its Rules and adopt a different procedure for reviewing complaints. He suggested that under the procedure currently in place the Board has no way to know if a closing report has fully responded to all the issues made in a complaint against a licensee.

5. **Hearings/Stipulation and Consent Orders:**

6. **Exam Question Databank Review:**

The Board reviewed and approved the exam questions for the fall examination.

7. **Reports of Concluded Investigations/Complaint Status/Follow up cases:**

- a. 2010-622 - The Board reviewed the report of concluded investigation. Ms. Hayden made a motion, seconded by Mr. Clark, to accept the Investigative Team's recommendation and conclude the case without formal prosecution. Motion passed 4-0. Mr. Abts Investigating team member did not participate in the vote.
- b. Ms. Preston made her Case Manager's report there are currently 8 pending cases.

8. **Applications / (See Appendix A):**

Board members to report on hours received from applicants (see appendix A).

**9. Continuing Education Courses - Education Committee to Report:**

- a. **“47<sup>th</sup> Annual VLS Conference”** submitted by Margaret Shields, and sponsored by the Vermont Society of Land Surveyors requesting approval for 10 Professional Development Hours of continuing education credits. The Board approved a total of nine (9) Professional Development Hours of continuing education credits. Approval number CE140-0911. The one hour vendor request was not approved as it is not related to surveying.
- b. **“Resolving Conflicts of Interest”** submitted by Donald Doolan and sponsored by the University of New Hampshire requesting approval for 7 Professional Development Hours of continuing education credits. The Board approved a total of seven (7) Professional Development Hours of continuing education credits. Approval number CE141-0911.
- c. **“2011 ALTA/ACSM Survey Standards”** submitted by John Doody and sponsored by the Connecticut Association of Land Surveyors requesting approval for 6 Professional Development Hours of continuing education credits. The Board approved a total of six (6) Professional Development Hours of continuing education credits. Approval number CE142-0911.
- d. **“GPS Positioning Systems”** submitted by John Doody and sponsored by the Connecticut Association of Land Surveyors requesting approval for 18.8 Professional Development Hours of continuing education credits. The Committee reviewed and approved this course for Twenty (20) hours of Professional Development Hours. Approval number CE139-0711.
- e. **“Round Table Discussions”** submitted by Margaret Shields and sponsored by the Vermont Society of Land Surveyors requesting approval for 6 Professional Development Hours of continuing education credits. The Board approved a total of six (6) Professional Development Hours of continuing education credits. Approval number CE143-0911.

**10. NCEES Correspondence:**

**11. Miscellaneous Correspondence:**

**12. Other Business:**

Mr. Rockwell made a motion, seconded by Mr. Abts, to leave Mr. Clark as Chair. Mr. Abts made a motion, seconded by Mr. Short to leave Ms. Hayden as Vice-Chair. Mr. Abts made a motion, seconded by Mr. Short to leave Mr. Rockwell as Secretary. The results of the election were as follows:

Shane Clark, Chairman  
Dorothy Hayden, Vice-Chairman  
Charles Rockwell, Secretary

**13. Public Comment:**

- 14.** There being no further business the meeting was adjourned at 2:46 p.m.

Respectfully submitted,

Kara Shangraw, Administrative Assistant  
Office of Professional Regulation

## Appendix A

Name of Board Member Assigned		<b>Timothy Short</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Cox, Christopher	David Coleman	617.5	
Langmaid, Jacob	Shane Clark		
McGowan, Hugh, A	Brian Lavery		
Noviello, Matthew			
Quackenbush, Everette			
Swedick, David	Patricia Kules	186.3	
Tommell, Jason			

Name of Board Member Assigned		<b>Charles Rockwell</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Baker, Aaron	Ronald Taber	420.5	
Barnaby, Luke	Robert Townsend		
Barnes, Martin			
Lareau, John			
Paradee, Andrew			
Tetreault, Stephen	Douglas Henson	672.3	
Towne, Zebulon	Mark Day		
	Glenn Towne		

Name of Board Member Assigned		<b>Debra Daniels Mithoefer</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Duquette, Jonathan	Norbert Blais		
Fortin, Edward	Dana Libby/Doug Henson		
Gervais, Gabriel	Peter Cross	5355	
Herring, Brad	Nicholas Nowlan		
Lackey, Bradley	Merrill Mundell, Jr.	7-19-11 / 5786.5	
Naaktgeboren, David	Ellis Speath Jr.		
Pahel, James		9-21-10 / 173	

Name of Board Member Assigned		<b>Timothy O'Meara</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Beal, Alger, R	David Mance Jr.	5-19-09 / 1122.5	
Cummings, Steven	Ronald Taber	687.7	
Falk, Michael	David Rose	9-21-10 / 4427.75	
Hammond, Barton	Ronald LaRose	3119.5	
Sargent, Scott	William Creamer		

Name of Board Member Assigned		<b>Shane Clark</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Holstein, Jamey	Len Amblo		
Morris, Timothy	Russell Brown	09-20-11 / 45	
Otis, Randall	Ronald Gauthier		
Reed, Mathew			
Smith, Alex	John Thetford	01-18-11 / 7689.0	
Walker, Mark	Doug Henson	7-21-09 / 2361	
Whitehead, Chad	Richard Bell	534.5	

Name of Board Member Assigned		<b>Jonathan Abts</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Downey, Ryan, J	Ellis Speath Jr.	01-18-11 / 5902.5	
Fuller, Aaron	Steven Brooks	9-21-10 / 197	
Kittredge, Seth W.	Ronald LaRose	9-20-11 / 7651.5	
Paire, Uriah	Lisa Ginett		
Peacock, Gregory			
Riley, Jason, M	Steve Fraser	9-20-11 / 7289	
Wilson, Terry	Richard Bell	5-17-11 / 2577	
Yager, Nathan, O	David Rose	9-21-10 / 1620.5	