



# **Board of Land Surveyors**

**Office of Professional Regulation, Vermont Secretary of State**

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## **Unapproved Minutes**

**Tuesday, December 17, 2019**

1. The meeting was called to order at 9:00 a.m.

Members present: Joseph Flynn, L.S., Chair; Joseph Nalette, L.S., Vice-Chair; John Diebold, L.S., Secretary; Seth Kittredge, L.S.; Evelyn Wetzel; and Daniel Coane. Absent: Timothy Short, L.S.

OPR Personnel present: Gabriel Gilman, General Counsel; Elizabeth Kneen, Docket Clerk; Danielle Rubalcaba, Licensing Administrator II; and Kara Shangraw, Licensing Administrator I.

Others present: Jennifer Colin, Prosecuting Attorney; Tim Terway; and David Fox.

2. The Chair called for approval of the Minutes of the October 15<sup>th</sup> meeting. Mr. Nalette made a motion, seconded by Ms. Wetzel, to approve the Minutes of the October 15, 2019 meeting as presented. Motion passed.

### **3. Disciplinary Matters:**

The Board reviewed the *Stipulation and Consent Order* in the matters of 2019-105 & 2019-106 (Thomas Wagener). Jennifer Colin, Prosecuting Attorney, was present for the State. The Respondent or Respondents Attorney was not present. Based on the information provided, Mr. Diebold made a motion, seconded by Mr. Nalette, to accept the *Stipulation and Consent Order* as submitted. Motion passed 4-1. Mr. Coane opposed the vote and Mr. Flynn, Investigative team member, abstained from the hearing and vote.

### **4. Topics for Discussion:**

Tim Terway and David Fox with VCGI attended the meeting and discussed the Land Surveying Library for the implementation of H.526 with the Board. Based on the discussion, Mr. Diebold made a motion, seconded by Mr. Kittredge, to approve the guidance document for the implementation of H.526. Motion passed unanimously.

### **5. Applications / (See Appendix A):**

### **6. Continuing Education Courses for Review:**

“**Multiple CEU Requests**” submitted by Heather Schultz, with NYSAPLS, requesting different hours of continuing education credit. The Board approved the courses, see the approval numbers below:

- Leaf ON Surveying: LIDAR/UAV – 1 Hour – Approval number issued CE687-1219
- Understanding Subservice Utility Locating – 1 Hour – Approval number issued CE688-1219
- The Surveyor and LIDAR System Technology – 1 Hour – Approval Number issued CE689-1219
- Professional Ethics for the Land Surveyor – 1 Hour – Approval Number issued CE690-1219

**7. Administrative Updates:**

**8. Other Business:**

The Board members signed the Wall Certificate for Jason Burt.

**9. Correspondence:**

**10. Public Comment:**

11. There being no further business, the meeting was adjourned at 10:46 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Administrator I

Next Scheduled Meeting – Tuesday, February 18, 2020.  
Please check the office [website](#) for updates

**Appendix A**

<b>Name of Board Member Assigned</b>		<b>Timothy Short</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
McGowan, Hugh, A	Brian Lavery	

<b>Name of Board Member Assigned</b>		<b>Seth Kittredge</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Barnaby, Luke	Robert Townsend	Portfolio Approved August 19, 2014
Paradee, Andrew		
Tetreault, Stephen	Mark Day	02-19-13 / 936

<b>Name of Board Member Assigned</b>		<b>Joseph Flynn</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Beauregard, Zachary		Portfolio
Fortin, Edward	Dana Libby/Doug Henson	
Peters, Seth	Carol Peters	Portfolio

<b>Name of Board Member Assigned</b>		
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Falk, Michael	David Rose	9-18-12 / 4427.75

<b>Name of Board Member Assigned</b>		<b>Joseph Nalette</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Morris, Timothy	Russell Brown	10-15-13 / 950

<b>Name of Board Member Assigned</b>		<b>John Diebold</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Burt, Jason	Timothy Cowan	Portfolio & License Approved Oct 15, 2019