



# **Board of Land Surveyors**

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

89 Main Street, 3<sup>rd</sup> Floor • Montpelier, VT 05620-3402  
Tel. (802) 828-5434 website: <https://sos.vermont.gov/opr/>

### **Unapproved Minutes** **Tuesday, October 20, 2020** **Via Go-To Meeting**

1. The meeting was called to order at 9:07 a.m.

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

OPR Personnel present via Go-To Meeting: Gabriel Gilman, Esq., General Counsel; Danielle Rubalcaba, Licensing Administrator III; and Kara Shangraw, Licensing Administrator I.

2. The Chair called for approval of the Minutes of the August 18<sup>th</sup> meeting. Mr. Coane made a motion, seconded by Mr. Diebold, to approve the Minutes of the August 18, 2020 meeting as presented. Motion passed.

3. **Disciplinary Matters:**

4. **Topics for Discussion:**

Attorney Gilman gave the Board a brief legislative update on the status of the OPR Bill.

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

The Board with board member Kittredge reviewed Ethan Gilmour's additional information for his portfolio. Based on the information provided, Mr. Diebold made a motion, seconded by Mr. Flynn, to provisionally approve Mr. Gilmour's portfolio and application pending receipt of the supervising supervisor's verification that he has assessed each plat that Mr. Gilmour provided to the Board. The Board authorized OPR to approve the license once the office receives this information. Motion passed unanimously.

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

**"VSLs – Understanding Adverse Possession & Disputes Between Adjoining Landowners"** submitted by Kelly Collar, with the VSLs, requesting 6.0 hours of continuing education credit. Based on the information submitted, the Board approved the course. The provider will be notified.

**"Multiple CEU requests"** submitted by Heather Schultz, with NYSAPLS, requesting multiple hours of continuing education credit. Based on the information submitted, the Board approved the courses. The provider will be notified.

7. **Administrative Updates:**

**8. Other Business:**

The Board tabled the Election of Officers to the December meeting.

**9. Correspondence:**

**10. Public Comment:**

11. There being no further business, the meeting adjourned at 9:58 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Administrator I

Next Scheduled Meeting – Tuesday, December 15, 2020.  
Please check the office [website](#) for updates

**Appendix A**

Name of Board Member Assigned		
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
McGowan, Hugh, A	Brian Lavery	

Name of Board Member Assigned		<b>Seth Kittredge</b>
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Barnaby, Luke	Robert Townsend	Portfolio Approved August 19, 2014
Paradee, Andrew		
Tetreault, Stephen	Mark Day	02-19-13 / 936
Ethan Gilmour	Robert Holt	Portfolio – Approved 10/20/20 pending supervisor letter

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

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

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

Name of Board Member Assigned		<b>John Diebold</b>
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Reed, Matthew	Ronald Stancliff	Portfolio