



# **Board of Land Surveyors**

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

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Tel. (802) 828-5434 website: <https://sos.vermont.gov/opr/>

### **Unapproved Minutes**

**Tuesday, October 19, 2021  
Via Microsoft Teams**

1. The meeting was called to order at 9:03 a.m.

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

OPR Personnel present via Microsoft Teams: Gabriel Gilman, Esq., General Counsel; Kassandra Diederich, Staff Attorney; Danielle Rubalcaba, Licensing Administrator III; and Kara Shangraw, Licensing Administrator I.

2. The Chair called for approval of the Minutes of the August 17<sup>th</sup> meeting. Mr. Nalette made a motion, seconded by Mr. Diebold, to approve the Minutes of the August 17, 2021 meeting as presented. Motion passed.

3. **Disciplinary Matters:**

The Board reviewed the proposed *Order to Remove Conditions* for Donald Stein docket number 2020-98. Based on the information submitted, Mr. Nalette made a motion, seconded by Mr. Flynn, to accept the proposed order and remove the conditions from Mr. Stein's license. Motion passed unanimously.

4. **Topics for Discussion:**

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

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

"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.

Ms. Rubalcaba discussed with the Board the proposed 2022 Meeting dates. She stated that other Board's are moving to quarterly meetings and gave the Board March 15<sup>th</sup>, June 21<sup>st</sup>, September 20<sup>th</sup> and December 20<sup>th</sup> for dates. The Board would like to discuss this more at their next scheduled meeting in December since two members were absent.

**9. Correspondence:**

**10. Public Comment:**

**11.** There being no further business, the meeting adjourned at 9:45 a.m.

Respectfully submitted,

Kara Shangraw  
Licensing Administrator I

Next Scheduled Meeting – Tuesday, December 21, 2021.  
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		Seth Kittredge
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

Name of Board Member Assigned		Joseph Flynn
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		Joseph Nalette
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		John Diebold
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date