



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 17th 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 15th, June 21st, September 20th and December 20th 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	