

**BOARD OF ARCHITECTS**  
Secretary of State, Office of Professional Regulation  
National Life Building, North, Floor 2, Montpelier, VT 05620-3402  
**UNAPPROVED MINUTES**  
**Meeting of December 6, 2010**

1. The meeting was called to order at 10:00 AM.

Members present: Edward Wolfstein, Chairman; Frank M. Guillot, Vice-Chair, Arnold Aho, Secretary; Jennifer R. Arbuckle and Janet Stackpole. Absent: Ingrid Moulton Nichols and Heidi Passalacqua.

OPR Personnel: Larry S. Novins, Board Counsel; Terry T. Gray, Unit Administrator; Carla Preston, Case Manager; and Kara Shangraw, Administrative Assistant.

Others present: Thomas Duncan, William Stephen Yaw, and Roy Watson, III.

2. The Chair called for approval of the Minutes of the October 4<sup>th</sup> meeting. Mr. Guillot made a motion, seconded by Chairman Wolfstein, to approve the Minutes of the October 4, 2010 meeting as presented. The question was called and the motion passed unanimously.

3. **Reports**

Chairman Wolfstein reported on the results of the survey sent out in early October concerning the possible elimination of the nine-year rule. He noted that approximately 1166 surveys had been mailed out, about half of which responded (568). Members will touch base with the local schools and report back at the next meeting.

4. Case Manager's Report

Ms. Preston reported on the number of pending cases (seven) and their current status. A Report of concluded Investigation was tabled to the next meeting due to the lack of a quorum once the two investigating members assigned to the case recused.

5. **Hearings and/or Stipulations**

- a. A Default hearing was scheduled in the matter of Thomas Duncan, Docket Number 2008-358 (ULP-AR02-0908). The Respondent was present. Prosecuting Attorney Gregg Meyer was present for the State. Larry S. Novins presided for the Board. Attorney Novins explained that this matter was postponed from the August meeting due to verification of the Respondent's mailing address for notification of these proceedings. Although no documents could be found, Mr. Duncan indicated that he did provide an answer to the Specification of Charges. Attorney Meyer withdrew the State's request for a Default Judgment and asked Mr. Duncan to re-file his answer. The Board and the parties agreed to postpone these proceedings and schedule this matter for a hearing at a future date.
- b. The Board considered a Stipulation and Consent Order in the matter of William Stephen Yaw, Docket Number 2009-470. The Respondent was present. The Complainant, Mr. Roy Watson was present. Larry S. Novins presided for the Board. Prosecuting Attorney Gregg Meyer was present for the State.

Based on the information presented, Mr. Guillot made a motion, seconded by Chairman Wolfstein, to accept the Stipulation and Consent Order as presented. Mr. Aho, Investigating Member, did not participate in the vote. The question was called and the motion passed.

- c. The Board considered a Stipulation and Consent Order in the matter of Peter Tranfo, Docket Number 2009-283. The Respondent was not present. Larry S. Novins presided for the Board. Prosecuting Attorney Gregg Meyer was present for the State. Based on the information presented, Ms. Arbuckle made a motion, seconded by Chairman Wolfstein, to accept the Stipulation and Consent Order as presented. Mr. Guillot, Investigating Member, did not participate in the vote. The question was called and the motion passed.

## **6. Legislation/Rulemaking**

The Board tabled further discussion with respect to proposed legislative changes until the results of the survey are analyzed and the Board decides the next step to take. This discussion will include the new attorney hired as its Legal Counsel.

## **7. Applicants for Licensure**

The Board reviewed and approved the following applicants for licensure on the basis of their National Council of Architectural Registration Boards' (NCARB) Certification, or having met Vermont's requirements. Applicants who were approved for licensure based on their successful completion of the Architect Registration Examination must submit updated child support/tax/and unemployment statements and responses to the legal questions (i.e., convictions, discipline in other states, etc.).

Gary L. Brewer  
Karla S. Johnson  
Donald M. Walter

Kelly L. Gale  
Robert J. Reid

The following candidates were approved to sit for the Architect Registration Examination (ARE).

Christopher L. Kresgne

Stefan Richter

## **8. Applications reviewed and discussed:**

The Board reviewed and discussed the following applications and took action as indicated. The applicants will be advised of the Board's conclusions regarding their inquiry or of documents needed to complete their applications.

- a. Steven Paul Dumont (Examination) – Mr. Dumont will be advised to apply to NCARB to start a Council Record. The Board does not administer or track experience under the Intern Development Program (IDP). Mr. Dumont may resubmit his application once he has completed IDP with NCARB.
- b. Dana S. Weeder (Reinstatement) - The Board noted that Mr. Weeder was originally licensed in December of 1999 and that his license lapsed in January of 2005. He is not currently licensed in any other jurisdiction nor does he have an NCARB Certificate. Since his license has been lapsed for more than three years he must reapply (26 V.S.A. § 205a (b)). He does not have IDP, therefore his options are to either apply to NCARB and complete an IDP or obtain an NCARB Certificate.

9. **Newsletter Topics!**

Topics for inclusion in the Newsletter will be added to the list as they are identified.

10. **National Council of Architectural Registration Boards (NCARB) Correspondence**

a. The Board reviewed and noted miscellaneous correspondence from NCARB.

11. **Miscellaneous Correspondence:**

12. **Public Comment**

13. **Other Business Introduced:**

A. The Board reviewed the OPR Memorandum concerning its efforts to reach out to the public and how to better serve the boards and advisory groups. The Office is also asking boards and advisory groups to identify two annual goals for the year 2011.

14. The next meeting of the Board is scheduled for Monday, February 7, 2011 at 10:00 AM.

15. The meeting was adjourned at 11:52 AM.

Respectfully submitted,

Carla Preston  
Unit Administrator  
Office of Professional Regulation