

BOARD OF ARCHITECTS
Secretary of State, Office of Professional Regulation
32 College St. Schulmaier Hall, Montpelier, VT 05602
UNAPPROVED MINUTES
Meeting of April 22, 2013

1. The meeting was called to order at 10:20 AM.

Members present: Frank M. Guillot; Vice-Chair, Ingrid Moulton; Secretary, Keith Robinson, Janet Stackpole, & Jennifer Arbuckle.

OPR Staff: Danielle Rubalcaba; Licensing Board Specialist & Carla Preston; Case Manager

2. Vice Chair Frank Guillot called for approval of the Minutes of the February 4, 2013 meeting. J. Arbuckle made a motion to pass, seconded by J. Stackpole. Motion passed unanimously.

3. **Case Manager's Report**

The current number of cases pending for the Board is two (2); both have been investigated and charges are pending.

4. **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.

- J. Stackpole made a motion to approve Brian Perlow for licensure based upon his Endorsement application. Motion seconded by I. Moulton. Motion carried.
- J. Stackpole made a motion to approve Lawrence Levinson for licensure based upon his Endorsement application. Motion seconded by K. Robinson. Motion carried.
- J. Stackpole made a motion to approve Douglas Stewart for licensure based upon his Endorsement application. Motion seconded by I. Moulton. Motion carried.
- F. Guillot made a motion to approve Richard Hoffman for licensure based upon his Endorsement application. Motion seconded by J. Arbuckle. Motion carried.
- F. Guillot made a motion to approve James Wagman for licensure based upon his NCARB record. Motion seconded by K. Robinson. Motion carried.
- F. Guillot made a motion to approve William Massey for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.
- F. Guillot made a motion to approve Timothy Shremshock for licensure based upon his NCARB record. Motion seconded by J. Stackpole. Motion carried.
- F. Guillot made a motion to approve Mustafa Abadan for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.
- I. Moulton made a motion to approve Bennett Fradkin for licensure based upon his NCARB record. Motion seconded by J. Stackpole. Motion carried.
- I. Moulton made a motion to approve Stephen Polo for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion carried.
- F. Guillot made a motion to approve Christopher Adams for licensure based upon his NCARB record. Motion seconded by J. Arbuckle. Motion Passed.

Pending Further Action

- J. Arbuckle made a motion to approve Frank Mileto for licensure upon receiving the total 24 HSW credits within the last two years. Motion seconded by J. Stackpole. Motion Carried
- K. Robinson made a motion to approved James Carroll for licensure upon receiving proof of having 24 hours of CE in HSW. Motion seconded by J. Arbuckle. Motion Carried.
- Christian Brown is pending further information.

5. **Applications reviewed and discussed:**

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

- I. Moulton made a motion to approve Kim Poliquin to sit for the A.R.E exams. Motion seconded by J. Arbuckle. Motion passed.
- K. Robinson made a motion to approve Jose Galarza to sit for the A.R.E exams. Motion seconded by J. Arbuckle. Motion passed.
- K. Robinson made a motion to approve Stephen Foley Jr. to sit for the A.R.E exams. Motion seconded by J. Arbuckle. Motion passed.

Pending Further Action

- K. Robinson made a motion that Gary Wassman will need to maintain an IDP record prior to further approval to sit for the A.R.E exams. Motion seconded by J. Arbuckle. Motion passed.
- J. Arbuckle made a motion that Brian Riopelle will need to provide further documentation from NCARB showing that he has completed 2/3 of the IDP record. Once received approval to sit will be granted. Motion seconded by K. Robinson. Motion passed.

6. **New Business**

J. Arbuckle made a motion to change the October 7, 2013 meeting to September 30, 2013. Motion seconded by J. Stackpole. Motion passed.

J. Arbuckle made a motion that the request for Peter Tranfos stipulation posted on the website will not be removed from the web. Motion seconded by K. Robinson. Motion passed unanimously.

7. The next meeting of the Board is scheduled for Monday, June 3, 2013 at 10:00 AM.
8. Vice Chair Frank Guillot made a motion to adjourn the meeting at 11:45pm. Motion seconded by Ingrid Moulton. Motion passed unanimously.

Respectfully submitted,

Danielle Rubalcaba
Licensing Board Specialist
Office of Professional Regulation