



# **Board of Land Surveyors**

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

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### **Minutes**

**Tuesday, June 21, 2022  
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; Seth Kittredge, L.S.; and Daniel Coane. Absent: Evelyn Wetzel.

OPR Personnel present via Microsoft Teams: Cassandra Diederich, Esq., Staff Attorney; Lauren Layman, Esq., Staff Attorney; and Kara Shangraw, Licensing Administrator II.

2. The Chair called for approval of the Minutes of the December 21<sup>st</sup> meeting. Mr. Coane made a motion, seconded by Mr. Nalette, to approve the Minutes of the December 21, 2021 meeting as presented. Motion passed.

3. **Disciplinary Matters:**

4. **Topics for Discussion:**

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

Board member Nalette gave his report to the Board on the portfolio for Timothy Morris, Mr. Nalette recommends approval of Mr. Morris's portfolio. Based on the discussion, Mr. Flynn made a motion, seconded by Mr. Diebold, to approve Timothy Morris's portfolio. Motion passed unanimously.

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, Mr. Kittredge made a motion, seconded by Mr. Nalette, to approve the courses. Motion passed. The provider will be notified.

**"Multiple CEU requests"** submitted by Jackie Vincent, with McKissock 100% Education, requesting multiple hours of continuing education credit. Based on the information submitted, Mr. Kittredge made a motion, seconded by Mr. Nalette, to approve the courses. Motion passed. The provider will be notified.

**"VSLs Fall Conference"** submitted by Kelly Cochrane-Collar, with the VSLs, requesting 8 hours of continuing education credit. Based on the information submitted, Mr. Kittredge made a motion, seconded by Mr. Nalette, to approve the courses. Motion passed. The provider will be notified.

**7. Administrative Updates:**

Joseph Flynn made the following motion, I move to enter into executive session to discuss the land surveyor state jurisprudence licensing exam pursuant to the authority granted in 1 V.S.A. 313(a)(6), as test questions to administer a license as exempt from public disclosure under the Vermont Public Records Act, 1 V.S.A. 317(b)(8)., seconded by John Diebold, to go into executive session at 9:55 a.m.; and out of executive session at 10:30 a.m. by Mr. Diebold and Mr. Flynn.

**8. Other Business:**

**9. Correspondence:**

**10. Public Comment:**

11. There being no further business, the meeting adjourned at 10:39 a.m.

Respectfully submitted,

Kara Shangraw, Licensing Administrator II

Next Scheduled Meeting – Tuesday, August 9, 2022.  
Please check the office [website](#) for updates

**Appendix A**

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

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

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

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

<b>Name of Board Member Assigned</b>		<b>Joseph Nalette</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>
Morris, Timothy	Russell Brown	Portfolio approved License issued June 21, 2022

<b>Name of Board Member Assigned</b>		<b>John Diebold</b>
<b>Name of Applicant</b>	<b>Name of Supervising Land Surveyor</b>	<b>No. of Hours to date</b>