



Board of Land Surveyors

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402
Tel. (802) 828-5434 website: <https://sos.vermont.gov/opr/>

Minutes

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

OPR Personnel present via Microsoft Teams: Gabriel Gilman, Esq., General Counsel and Kara Shangraw, Licensing Administrator II.

Others present via Microsoft Teams: Tim Terway

2. The Chair called for approval of the Minutes of the October 19th meeting. Mr. Nalette made a motion, seconded by Mr. Diebold, to approve the Minutes of the October 19, 2021 meeting as presented. Motion passed.

3. **Disciplinary Matters:**

4. **Topics for Discussion:**

Tim Terway with VCGI attended the meeting and discussed with the Board the proposed updates to the Vermont Coordinate System set by the National Geodetic Survey.

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

The Board would like Ms. Shangraw to send out a letter to all pending applicants to advise them the status of where each application is in their status. Ms. Shangraw will get the letters out and advise the Board of the findings at their next scheduled meeting.

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

"2021 December Roundtable Seminar" submitted by Kelly Cochrane-Collar, with the VSLS, requesting 6 hours of continuing education credit. Based on the information submitted, Mr. Nalette made a motion, seconded by Mr. Kittredge, to approve the course. Motion passed. The provider will be notified.

7. Administrative Updates:

Mr. Gilman advised the Board that he had heard that participants at a recent VSLs meeting expressed concern about three recent regulatory changes. No members of the organization were present at the meeting. Mr. Gilman reviewed the three most significant changes known to cause concern and reviewed the status of each to the Board members.

- VCGI plat filing requirements in Title 27 occasioned brief controversy among surveyors. Since passage of the new legislation, VCGI representatives have been helpful and collegial in working with the Board to implement the new legislation. OPR has not advocated for or against Title 27 changes.
- Online administration of the State exam was implemented at the height of the lockdown. The topic was thoroughly discussed at prior meetings, and OPR staff reviewed options with the Board. At the time, it was agreed that online administration is the least bad option under the circumstances, and that remains the consensus.
- Licensing reforms in Title 3, particularly "Fast Track" endorsement licensure, have been a source of concern to some surveyors because of the potential for surveyors experienced in other regions, but not familiar with Vermont and New England records and historical practices, to enter practice unprepared. OPR staff briefed the Board on the relevant legislation before and after it became law. Mr. Gilman said that online administration of State exam, though nobody's first choice, carried the unintended benefit of allowing the Board and the Office to keep testing "Fast Track" endorsement applicants on State-specific knowledge before issuing a license.

8. Other Business:

Ms. Shangraw discussed with the Board the proposed 2022 Meeting dates. She gave the Board the following dates March 15th June 21st September 20th and December 20th. Based on the discussion, Mr. Nalette made a motion, seconded by Mr. Flynn to move the Board meetings to quarterly to the following dates: March 15, 2022; June 21, 2022; August 9, 2022; and November 15, 2022. Motion passed unanimously.

The Board discussed the supervising surveyor's assessment form and decided that the form is no longer needed on the website. They asked Ms. Shangraw to remove it from the website.

The Board held the Election of Officers. Mr. Nalette nominated Joseph Flynn as Chair; Mr. Flynn nominated Joseph Nalette as Vice-Chair; Mr. Flynn nominated John Diebold as Secretary. Based on the nominations, Mr. Coane made a motion, seconded by Mr. Kittredge, to keep the officers the same. Motion Passed. The results of the election are as follows:

Chair – Joseph Flynn; Vice-Chair – Joseph Nalette; Secretary – John Diebold

9. Correspondence:

10. Public Comment:

11. There being no further business, the meeting adjourned at 10:25 a.m.

Respectfully submitted,

Kara Shangraw, Licensing Administrator II

Next Scheduled Meeting – Tuesday, March 15, 2022.
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