



# **Board of Land Surveyors**

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

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

### **Unapproved Minutes**

**Tuesday, April 20, 2021  
Via Microsoft Teams**

1. The meeting was called to order at 9:13 a.m.

Members present via Go-To Meeting: 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 Go-To Meeting: Gabriel Gilman, Esq., General Counsel; Danielle Rubalcaba, Licensing Administrator III; and Kara Shangraw, Licensing Administrator I.

Others present via Go-To Meeting: Ronald Stancliff and Matthew Reed.

2. The Chair called for approval of the Minutes of the February 16<sup>th</sup> and March 4<sup>th</sup> meetings. Mr. Nalette made a motion, seconded by Mr. Coane, to approve the Minutes of the February 16, 2021 and March 4, 2021 meetings as presented. Motion passed.

3. **Disciplinary Matters:**

4. **Topics for Discussion:**

Ms. Rubalcaba discussed the Fast Track Endorsement route to licensure to the Board.

Attorney Gilman and Ms. Rubalcaba discussed the security update on State Specific Examination with the Board.

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

Board member Diebold discussed with the Board that he has not had a chance to review Mr. Reed's additional portfolio information for his application. Based on the discussion, Mr. Coane made a motion, seconded by Mr. Nalette to grant conditional approval of Mr. Reed's application pending a favorable review of his additional information by Board member Diebold. Motion passed.

6. **Continuing Education Courses for Review:**

**"Multiple CEU requests"** submitted by Jackie Vincent, with McKissock 100% Education, requesting multiple hours of continuing education credit. Based on the information submitted, the Board approved the courses. The provider will be notified.

**"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.

## **Continuing Education Courses for Review – Continued:**

**“Modern Lidar & Photogrammetry Comparisons from Standard Aircraft & UAVs”** submitted by Kelly Collar, with VSLS, requesting 4 hours of continuing education credit. Based on the information submitted, the Board approved the courses. The provider will be notified.

**“Cold Case: The Lost Boundaries of Vergennes”** submitted by Kelly Collar, with VSLS, requesting 3 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:**

Board member Flynn discussed with the Board about the upcoming NCEES zone meeting. Based on the discussion, Mr. Coane made a motion, seconded by Mr. Diebold to have Mr. Flynn be the voting delegate for the NCEES zone meeting scheduled for May 20, 2021. Motion passed.

### **9. Correspondence:**

The Board reviewed the March 26, 2021 e-mail from Kelly Collar regarding e-mailing CEU certificates versus giving printed certificates for continuing education. Based on the discussion, the Board will develop a policy of what are acceptable forms for CEU certificates.

### **10. Public Comment:**

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

Respectfully submitted,

Kara Shangraw  
Licensing Administrator I

Next Scheduled Meeting – Tuesday, June 15, 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
Reed, Matthew	Ronald Stancliff	Portfolio