



# **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/>

### **Minutes**

**Tuesday, January 30, 2024  
Via Microsoft Teams**

1. The meeting was called to order at 9:00 a.m.

Members present via Microsoft Teams: Joseph Flynn, L.S., Chair; Joseph Nalette, L.S., Vice-Chair; John Diebold, L.S., Secretary; Daniel Coane; Alfred DiOrio, L.S., Ad-Hoc member; Ryan Cloutier, L.S. Ad-Hoc member; and Deborah Belcher, Ad-Hoc member. Absent: Seth Kittredge, L.S.; and Evelyn Wetzel.

OPR Personnel present via Microsoft Teams: Lauren Layman, General Counsel; Emily Tredeau, Staff Attorney; Noura Eltabbakh, Staff Attorney; George Belcher, ALO; Julie Bowen, Docket Clerk; Kristin Donnelly, Case Manager; Elizabeth Kneen, Case Manager; Michael Desjardins, OPR Investigator; Laticia Garcia, Administrative Services Coordinator; Ultan Doyle, Prosecuting Attorney; Rachel Heath, Prosecuting Attorney; George Hasselback, Prosecuting Attorney; Tara Grenier, Chief Licensing Administrator; and Kara Shangraw, Licensing Administrator II.

Others present: Glenn Towne, Robert McGee, Stephen Fraser, Alan Pierce, Jamison Ervin, and Keith Van Iderstine.

2. The Chair called for approval of the minutes of the September 19<sup>th</sup> meeting. Mr. Coane made a motion, seconded by Mr. Diebold, to approve the minutes of the September 19, 2023, meeting as presented. Motion passed.

### **3. Disciplinary Matters:**

The Board held a Hearing in the matters of Docket Numbers 2022-270 & 2023-160 (Glenn Towne). Ultan Doyle, Prosecuting Attorney, was present for the State. The Respondent was present. Based on the information discussed, Mr. Diebold made a motion, seconded by Mr. Flynn, to move into a deliberative session at 1:05 p.m. and out at 2:21 p.m. Motion passed. After the deliberative session, Judge Belcher asked if there was a motion on the floor and Mr. Flynn made a motion, that they find that Respondent has committed violations 1 and 2 as outlined in the amended specification of charges. He further moved that the Board impose the following conditions:

1. Respondent shall within six months pay a \$5000.00 Administrative Penalty.
2. Respondent shall within twelve months successfully complete two classes approved by the Board. One class shall be on boundary retracement, and one shall be on survey technology. These classes shall not count toward Respondent's continuing education requirements for license renewal.
3. Respondent shall submit to the Board portfolios for any boundary surveys he completes and invoices. Respondent must submit four portfolios satisfactory to the Board.

## **Disciplinary Matters - Continued:**

Upon completion of these conditions, Respondent may petition the Board to remove the condition that he submit portfolios for review.

The motion was seconded by Mr. Diebold. Motion passed 4-2 the roll call went as follows: Ms. Belcher, Mr. Coane, Mr. Diebold, and Mr. Flynn – Yes; Mr. DiOrio and Mr. Cloutier – No. A written decision will be mailed to the respondent. Mr. Nalette, the Investigative Team member, did not participate in the hearing, deliberations, or vote.

### **4. Administrative Updates:**

### **5. Topics for Discussion:**

### **6. Applications / (See Appendix A):**

Assigned the portfolio of Benjamin Wright to Board member John Diebold.

### **7. 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, the Board moved to approve the courses. Motion passed. The provider will be notified.

**“VSLs 2023 Winter Webinar”** submitted by Birgit McCall, with VSLs, requesting 6 hours of continuing education credit. Based on the information submitted, the Board moved to approve the courses. Motion passed. The provider will be notified.

**“The Art & Science of Real Property Description: Situational Awareness”** submitted by Miguel Bosse, requesting 4 hours of continuing education credit. Based on the information submitted, the Board moved to approve the courses. Motion passed. The provider will be notified.

**“4 Hour Continuing Education Program”** submitted by Brenda Knebel with Vector Solutions, requesting 4 hours of continuing education credit. Based on the information submitted, the Board moved to approve the courses. Motion passed. The provider will be notified.

### **8. Other Business:**

The Board held their election of officers. Based on the discussion, Mr. Coane made a motion, seconded by Mr. Nalette to elect the following slate of officers:

John Diebold - Chair  
Joseph Flynn - Vice-Chair  
Daniel Coane - Secretary

Motion passed unanimously.

### **9. Correspondence:**

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

### **11. There being no further business, the meeting adjourned at 2:27 p.m.**

Next Scheduled Meeting – Tuesday, March 19, 2024.  
Please check the office [website](#) for updates

## Appendix A

Name of Board Member Assigned		Joseph Flynn
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Otterman, Matthew	Thomas C Otterman	Portfolio

Name of Board Member Assigned		John Diebold
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Wright, Benjamin	Ian Jewkes and Donald Johnston	Portfolio

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