



# **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, September 19, 2023**

**Via Microsoft Teams**

1. The meeting was called to order at 9:17 a.m.

Members present via Microsoft Teams: Joseph Flynn, L.S., Chair; John Diebold, L.S., Secretary; Daniel Coane; and Dylan Bruce, Ad-Hoc member. Absent: Joseph Nalette, L.S., Vice-Chair; 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; and Kara Shangraw, Licensing Administrator II.

2. The Chair called for approval of the minutes of the June 20<sup>th</sup> meeting. Mr. Diebold made a motion, seconded by Mr. Coane, to approve the minutes of the June 20, 2023, meeting as presented. Motion passed.

3. **Disciplinary Matters:** None

4. **Administrative Updates:**

The Board tabled the executive session to discuss the state jurisprudence exam.

5. **Topics for Discussion:** None

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

Board member John Diebold gave his assessment of Alex Smith's portfolio submission. Based on the discussion, Mr. Flynn made a motion, seconded by Mr. Coane, to approve the portfolio submission of Mr. Smith and issue his license. Motion passed.

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

The Board tabled the continuing education review.

8. **Other Business:**

The Board tabled the Election of Officers.

9. **Correspondence:** None

9. **Public Comment:** None

10. There being no further business, the meeting adjourned at 9:45 a.m.

Next Scheduled Meeting – Tuesday, December 19, 2023.

Please check the office [website](https://sos.vermont.gov/opr/) 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
Smith, Alex	Michael Gervais	Portfolio Approved 9/19/2023

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