

Vermont Board of Land Surveyors
Secretary of State, Office of Professional Regulation
National Life Building, North, Floor 2, Montpelier, VT 05620-3402

Approved Minutes
Meeting of Tuesday, January 19, 2010

1. The meeting was called to order at 9:10 A.M.

Members present: Larry Walter, L.S., Chairman; Shane B. Clark, L.S., Vice-Chairman; Timothy J. Ruggles, P.E., Secretary; Albert (Terry) Harris, L.S.; Jonathan R. Abts, L.S.; and Charles Rockwell, L.S. Absent: Dorothy Hayden.

OPR Personnel present: Larry S. Novins, Board Counsel, Carla Preston, Unit Administrator, and Kara Shangraw, Administrative Assistant.

2. The Chair called for approval of the Minutes of the November 17th meeting. The following sentences under number 9 (continuing education) were amended to read: The following courses were **not** approved because they do not meet the criteria for continuing education as defined under Rule 6.1(a). On page 5, the 3rd sentence in 11 (c) was amended to read: He asked if that education would qualify toward licensure. A few grammatical corrections were also made. Mr. Harris made a motion, seconded by Chairman Walter, to approve the Minutes of the November 17, 2009 meeting as corrected. The question was called and the motion passed unanimously.

3. Legislation/Rulemaking

The Board noted that the portfolio is complete and may be incorporated into the rules. Attorney Novins and Chairman Walter plan to meet before the next meeting to update other sections of the rules and include the portfolio. They will reorganize certain sections of the rules to flow better, include policies, and review the rules for possible conflicts with the statutes. It was also suggested to revisit the definitions and compare them to model law/regulations from the National Council of Examiners for Engineering and Surveying (NCEES). The Board noted that the rules need to be updated with regard to continuing education requirements, late renewals within three years and for reinstatement, expired licenses for more than three years. The draft will be provided to the Board for review and discussion.

4. Reports - None
5. Hearings/Stipulations and Consent Orders
6. Exam Question Databank Review

The Board randomly chose questions to be asked on the Vermont Land Surveying State Specific Examination, which will be administered on April 16, 2010.

7. Reports of Concluded Investigations/Complaint Status/Follow-up cases:

The Board reviewed the information submitted by Norman Smith for compliance with the Board's May 20, 2009 Stipulation and Consent Order. The Board marked-up one of the copies of the plans to highlight a few deficiencies. The Board also noted that the use of colors may be problematic when copied, thus recommend altering the line type and corresponding scale to distinguish the symbols/lines drawn on the plat. Mr. Smith will be advised.

8. Applications

- a. The Board reviewed and approved the seals/stamps submitted by the following licensees.

Andrew Nadeau

Eric Pospesil

- b. Board Members reported on the status of the applications to which they are assigned as indicated below (See Appendix A).

Mr. Harris noted that he had no action to report regarding his group of applicants.

Mr. Clark said he also had no activity from applicants to report.

- **Bradley Lackey** – Mr. Walter reported that Mr. Lackey was applying on the basis of Experience and Examination. He reviewed the work experience submitted under the supervision of licensed Land Surveyor Merrill Mundell, Jr. covering the period of June 1, 2008 through July 31, 2009 and recommended approval. Mr. Lackey will be asked to submit a new application because his original application cannot be located. The Board approved the hours bringing Mr. Lackey's total hours to date to 5500. Mr. Lackey will be notified.
- **Seth Kittredge** – Mr. Abts reported that Mr. Kittredge was applying on the basis of Experience and Examination. He reviewed the work experience submitted under the supervision of licensed Land Surveyor Ronald LaRose covering the period of July 1, 2009 through December 31, 2009 and recommended approval. The Board approved the hours bringing Mr. Kittredge's total hours to date to 4385. Mr. Kittredge will be notified.
- **Adam Pray** – Mr. Pray submitted an application on the basis of Education and Exam. Based on the information submitted the Board needed more information before making a decision on Mr. Pray's application. He will be given an opportunity to discuss his application with the Board (26 V.S.A. § 2592 (f)).
- **Joseph Nalette** – Mr. Nalette submitted an application on the basis of Experience and Exam. Based on the information submitted the Board needed more information before making a decision on Mr. Nalette's application. He will be given an opportunity to discuss his application with the Board (26 V.S.A. § 2592 (f)).

9. **Continuing Education Courses – Education Committee to Report**

The Continuing Education Committee, consisting of Terry Harris, Dorothy Hayden, and Larry Walter, reviewed the CE requests listed below.

- a. **“Exam Committee for Land Surveyors,”** submitted by Lee Gagnon and sponsored by the New Hampshire Joint Board of Licensure, requested approval for 14 Professional Development Hours of continuing education credits. The Board did not approve this request because it does not meet the criteria for continuing education as defined under Rule 6.1(a).
- b. **Documenting the File and Construction Stakeout Session 1 & 2, Avoiding Surprises in the Planning Process”** The Board reviewed the January 7, 2010 e-mail from the New York State Association of Professional Land Surveyors, requested approval for 7 Professional Development Hours of continuing education credits. The Board took action as indicated below.

- Avoiding Surprises in the Planning Process (3.5 hours) – Approval number issued, CE048-0110

The following courses were **not** approved because they are not related to the practice of land surveying in the State of Vermont.

- Stakeout Session 1 (4 Hours)
- Stakeout Session 2 (3 Hours)

10. National Council of Examiners for Engineering and Surveying (NCEES) Correspondence

a. The Board reviewed and noted miscellaneous correspondence from the NCEES.

11. Miscellaneous Correspondence

12. Newsletter topics!

The Board plans to distribute a Newsletter in the fall. One topic will cover new applicants and their licensed supervisors regarding the proper format for documenting their experience (time sheets are not acceptable). The Board will include an article about the requirements and responsibilities for supervising land surveyor applicants or potential applicants acquiring experience. Other topics would include an update on new legislation, rulemaking, continuing education, statistics, disciplinary actions, etc.

13. Other Business Introduced by the Board

14. Public Comment

15. The next meeting is scheduled for Tuesday, March 16, 2010. Other meetings in 2010 are scheduled as follows: May 18th, July 20th, September 21st, and November 16, 2010.

16. There being no further business, the meeting was adjourned at 4:00 P.M.

Respectfully submitted,

Kara Shangraw, Administrative Assistant
Carla Preston, Unit Administrator
Office of Professional Regulation

Appendix A

Name of Board Member Assigned	Terry Harris	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Cox, Christopher	David Coleman	617.5
Langmaid, Jacob	Shane Clark	
McGowan, Hugh, A	Brian Lavery	
Noviello, Matthew		
Quackenbush, Everette		
Swedick, David	Patricia Kules	186.3
Tommell, Jason		

Name of Board Member Assigned	Charles Rockwell	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Baker, Aaron	Ronald Taber	420.5
Barnaby, Luke	Robert Townsend	
Barnes, Martin		
Lareau, John		
Marcotte, Philo	Shane Clark	
Paradee, Andrew	Patricia Skules/Douglas Henson	672.3
Towne, Zebulon	Glenn Towne	

Name of Board Member Assigned	Larry Walter	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Duquette, Jonathan	Norbert Blais	
Fortin, Edward	Dana Libby/Doug Henson	
Gervais, Gabriel	Peter Cross	5355
Herring, Brad	Nicholas Nowlan	
Lackey, Bradley	Merrill Mundell, Jr	1-19-10 / 5500
Naaktgeboren, David	Ellis Speath Jr.	
Pahel, James		

Name of Board Member Assigned		Timothy Ruggles
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Beal, Alger, R	David Mance Jr.	5-19-09 / 1122.5
Cummings, Steven	Ronald Taber	687.7
Falk, Michael	David Rose	1953.3
Hammond, Barton	Ronald LaRose	3119.5
Sargent, Scott	William Creamer	

Name of Board Member Assigned		Shane Clark
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Holstein, Jamey	Len Amblo	
Otis, Randall	Ronald Gauthier	
Reed, Mathew	Ronald Stancliff	1310.5
Ruderman, Brad	John Thetford	7-21-09 / 3415.75
Smith, Alex	Doug Henson	7-21-09 / 2361
Walker, Mark	Richard Bell	534.5
Whitehead, Chad		

Name of Board Member Assigned		Jonathan Abts
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Fuller, Aaron	Steven Brooks	
Kittredge, Seth W.	Ronald LaRose	01-19-10 / 4385
Paire, Uriah	Lisa Ginett	
Peacock, Gregory		
Riley, Jason, M	David Hudson	
Wilson, Terry	Richard Bell	5-19-09 / 623
Yager, Nathan, O	David Rose	