

Vermont Secretary of State  
Office of Professional Regulation  
**BOARD OF PUBLIC ACCOUNTANCY**  
**SEPTEMBER 26, 2006**  
**UNAPPROVED MINUTES**

1. The meeting was called to order at 9:02 a.m.

Members Present: Pamela J. Douglass, CPA, Chairperson; Lee M. Spivey, Jr., CPA, Vice Chair; Claire LaVoie, CPA, Secretary; John Borch, CPA, Board member and Cairn G. Cross, Public member.

OPR Staff present: Patty Skinner, Administrative Assistant; Kevin Leahy, Board Counsel; Christopher Winters, OPR Director and Paul Daley, Director of Administrative Services.

Others present: Richard F. Lewonski, RPA

2. The chair called for the approval of the August 22, 2006 minutes. Mr. Spivey made a motion, seconded by Ms. LaVoie, to approve the minutes as read. Motion passed unanimously.

3. **Hearings/Stipulations**

- a. A hearing was held in the matter of Richard Lewonski's non-compliance regarding his CPE. After a review of Mr. Lewonski's renewal application, he received credit for two hours of ethics CPE. However, his CPE records were unclear relative to whether he had met the requirements for the additional two hours that are required.

Mr. Lewonski presented evidence that he fully completed Rule 9.1 requirements. He introduced documents showing that he participated in two hours of ethics CPE at the November 19, 2004 NESAPA conference and another two hours at the November 21, 2003 NESAPA conference.

Mr. Cross made a motion, seconded by Ms. LaVoie, to go into deliberative session at 10:32 a.m. and came out at 10:40 a.m. Ms. LaVoie made a motion, seconded by Mr. Cross to adopt an entry order to accept the CPE credit with further explanation to Mr. Lewonski that he must adhere to our laws and rules in the future.

4. **Complaints/Follow-up cases**

5. **Reports**

- a. 10:30 a.m. - Christopher Winters, OPR Director and Paul Daley, Director of Administrative Services were present and discussed budget issues with the Board. It was unanimously decided to leave everything the way it is now without change.

**6. The Board reviewed and discussed the following applications for licensure:**

Mr. Spivey made a motion, seconded by Mr. Cross, to approve the following applicants for licensure based on their completed applications. Motion passed unanimously.

Jan Westervelt – Reinstatement  
Randall J. Wolf – Endorsement  
Lavallee & Company, Inc. – Firm  
Tony Leung – Examination  
Daniel Koestner – Endorsement  
Danielle Manahan – Examination  
Astarita Associates – Reinstatement

Bettina C. Astore – Reinstatement  
David M. Christens – Endorsement  
Nathan T. Hawley – Examination  
Timothy V. Luther – Endorsement  
Michael Burdick – Examination  
Alice Astarita – Reinstatement

Lindsey Wensley – Examination pending corrected Ethics Certificate and verification from New Hampshire for Jeffrey Graham

Kenneth Knight – Endorsement pending firm registration

The Board reviewed the application listed below and noted that documents were either missing or unacceptable to complete the application. The applicant will be notified of the Board's findings.

Richard Moss' application for reinstatement was found to be lacking 16 credits.

**7. AICPA Correspondence**

- a. The Board reviewed and noted all correspondence

**8. NASBA Correspondence**

- a. The Board reviewed and noted all correspondence
- b. The Board discussed and completed the NASBA Questionnaire

**9. Correspondence**

- a. The Board reviewed and noted all correspondence

**10. Public Comments**

**11. Other Board Business**

- a. Audit material which had information submitted was reviewed by the Board.
- b. The status of open cases was not discussed due to the absence of Carla Preston, Unit Administrator.
- c. Signing of wall certificates

**11. Other Board Business (cont.)**

- d. Election of Officers – Mr. Cross made a motion, seconded by Ms. LaVoie, to have the officers remain the same. Motion passed unanimously.

**12.** There being no further business, Mr. Cross made a motion, seconded by Mr. LaVoie, to adjourn the meeting at 2:05 p.m.