

**BOARD OF ARCHITECTS**  
Secretary of State, Office of Professional Regulation  
National Life Building, North, Floor 2, Montpelier, VT 05620-3402  
**UNAPPROVED MINUTES**  
**Meeting of December 5, 2011**

1. The meeting was called to order at 10:12 AM.

Members present: Edward Wolfstein, Chairman; Frank M. Guillot, Vice-Chair, Arnold Aho, Secretary; Jennifer R. Arbuckle, member; and Heidi Passalacqua, public member

Members Absent: Janet Stackpole, member and Ingrid Nichols, member

OPR Personnel: Aprille Morrison, Administrative Assistant; Terry Gray, Unit Administrator, and Colin Benjamin, Board Attorney

2. The Chair called for approval of the Minutes of the October 3, 2011 meeting. Mr. Wolfstein made a motion, seconded by Mrs. Passalacqua, to approve the Minutes of the October 3, 2011. The question was called and the motion passed unanimously.

3. **Case Manager's Report**

The current number of cases pending for the Board is four (4), for two the investigation is complete and they are scheduled for Investigative Team meetings and the other two the investigations have just been completed.

4. **Hearings/Stipulations/Closing Reports**

**Report of Concluded Investigation: 2011-220**

Mrs. Arbuckle made a motion to accept the report as written, seconded by Mrs. Passalacqua. The motion passed unanimously. Chairman Wolfstein abstained as he was an Investigative Team member.

5. **Applicants for Licensure**

The Board reviewed and approved the following applicants for licensure on the basis of their National Council of Architectural Registration Boards' (NCARB) Certification, or having met Vermont's requirements. Applicants who were approved for licensure based on their successful completion of the Architect Registration Examination must submit updated child support/tax/and unemployment statements and responses to the legal questions (i.e., convictions, discipline in other states, etc.).

Ronald Henry	Michael Walker	Zachary Brock
Richard Pizzi	Gary Semling	Robert Klinedinst
Robert Mocarsky	Alan Andreas	Richard Jones
Jerry Germer	Selwyn Shakir	Daniel Sagan
H. Paul Rovinelli		

The following candidates were approved to sit for the Architect Registration Examination (ARE).

Jessica Thyme	Daniel Martell
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The following candidates applications were reviewed and additional information is needed:

Gregory Masefield – Application for Endorsement – IDP Record Equivalency – The Board reviewed Mr. Masefield's application as well as explanation for IDP equivalency. The Board stated that Mr. Masefield's equivalency for IDP must come from NCARB, not from the individual employers.

Jeanice Sherman – Examination – The Board agreed to allow Mrs. Sherman to continue with the examination. Mrs. Sherman will be sent a letter by Aprille addressing the examinations left to complete.

6. **Other Business Introduced:**

A. Discussion of 9 year Rule public comments session. The Board discussed the options of where to go from there. The Board will be working on additional language to present to the Public for comments.

B. Letter from Jane Alessandra – The Board approved Ms. Alessandra's request to have Stuart MacDonald be her mentor. The supervision requirement will still be met by Robyn Parker.

7. The next meeting of the Board is scheduled for Monday, February 6, 2012 at 10:00 AM.

8. Chairman Wolfstein made a motion to adjourn the meeting, seconded by Mrs. Passalacqua. The motion passed unanimously. The meeting adjourned at 11:47 am.

Respectfully submitted,

Aprille Morrison  
Licensing Specialist  
Office of Professional Regulation