

Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF ARCHITECTS  
89 Main Street, 3<sup>rd</sup> Floor,  
Montpelier, VT 05602

UnApproved Minutes  
February 6, 2017

**Members present:** Jennifer Arbuckle, Chair; Ingrid Moulton Nichols, Matt Lutz and Beth Chenette

**Member(s) absent:** Frank Guillot, Keith Robinson, and Liz Merrill

**Staff present:** Danielle Rubalcaba, Licensing Board Specialist; Carla Preston, Case Manager; and Beth Jarvis Prosecuting Attorney.

1. 10:04am Called to order by the chair.
2. **Approval of the Minutes of the December 12, 2016 meeting.** Beth Chenette made a motion to accept the minutes of the December 12, 2016 meeting. Chair J. Arbuckle seconded the motion. Motion passed unanimously.
3. **Case Manager Report** 1- pending Hearing, 1 – pending Charges and 1 – Pending an Investigation
4. **Hearings/Stipulations/Concluded Investigations:** None
5. **Licensing – Review the following applications for licensure**  
Ingrid Moulton Nichols made a motion to approve the following applicants for licensure. M. Lutz seconded the motion. Motion passed unanimously.

James Holtzman, NCARB  
John Gassett, NCARB  
Jason Jewhurst, NCARB  
Brian Fabo, NCARB  
Lisa Duffy, NCARB  
Daniel Swift, NCARB  
Martin Siefering, Endorsement  
Scott Snyder, NCARB  
Charles Mooney, Completed A.R.E.  
Robert Floge, NCARB  
Giovanni Sodano, NCARB

The Board reviewed the following applicants to sit for the A.R.E. based upon successfully meeting the Vermont requirements. Ingrid Moulton Nichols made a motion to approve the applicants below. M. Lutz seconded the motion. Motion passed.

Rani Philip  
Neil Young  
Elijah Kehn  
Arthur Chukhman

**Follow up:** Max Ballardo application is tabled.

6. **Discussion Items:**
  - Beth Jarvis and Carla Preston – New policies and procedures regarding I-Team Investigations
  - NCARB Regional Summit planning
  - NECARB Regional Officer Candidates
  - NCARB responds to “ABA” (American Board of Architects)
  - Local AIA Chapter/Code enforcement workgroup
7. **Adjourn.** There being no further business to attend to Chair J. Arbuckle adjourned the meeting at 11:35 a.m.

**2017 Meeting Dates**

April 3, 2017  
June 5, 2017  
August 7, 2017  
October 2, 2017  
December 4, 2017