

**Vermont Board of Land Surveyors**  
Secretary of State, Office of Professional Regulation  
National Life Building  
Calvin Coolidge Room, Sixth Floor  
Montpelier, VT 05620-3402

**Approved Minutes**  
**Meeting of Tuesday, July 20, 2010**

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

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

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

Others present: Mr. and Mrs. Adam Pray.

2. The Chair called for approval of the Minutes of the May 18<sup>th</sup> meeting. There were a few typographical errors. Mr. Abts made a motion, seconded by Mr. Ruggles, to approve the Minutes of the May 18, 2010 meeting as corrected. The question was called and the motion passed unanimously.

3. **Legislation/Rulemaking:**

- The review the latest draft to the portfolio checklist was tabled to the next meeting.

4. **Reports/Guests:**

Adam Pray attended the meeting to discuss his application pursuant to (26 V.S.A. § 2592 (f)). The Board discussed with Mr. Pray at length the conflicts between the statute and rules. Based on the information submitted so far by Mr. Pray, the Board approved Mr. Pray to sit for both the Principals and Practice and the Vermont State Specific exam. Mr. Pray still needs to complete an abstract including one or more deed conflicts and his proposed resolution of the conflict(s). The abstract should be in a logical format.

5. **Hearings/Stipulation and Consent Orders:**

6. **Exam Question Databank Review:**

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

- a. The review of the report of concluded investigation (2009-437) was tabled to next meeting.
- b. The review of the report of concluded investigation (2009-550) was tabled to next meeting.

**7. Reports of Concluded Investigations/Complaint Status/Follow up cases – Continued:**

- c. The Board reviewed the latest submittal from Norman Smith docket number 2007-372 (follow-up). Based on the information submitted, Mr. Smith has now met the conditions of his order. Mr. Harris made a motion, seconded by Mr. Clark, to remove Mr. Smith's conditions from his license. Motion passed unanimously.
- d. The Board reviewed the Plat and abstract submittal from Warren A. Robenstein docket number LS01-0807 (follow-up). Further information is still needed, Mr. Robenstein will be notified.

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

- a. The Board reviewed Joseph (Skip) Nalette's additional information. Based on his additional information, the Board approved Mr. Nalette to sit for both the Principals and Practice the Vermont State Specific exam. Mr. Nalette will be notified.
- b. The Board reviewed the reinstatement application of Raymond Smith, Jr. Based on the information submitted, the Board approved Mr. Smith, Jr. to sit for the Vermont State Specific exam. Mr. Smith, Jr. will be notified.
- c. Board members reported on hours received from applicants (see appendix A).

Jon Abts, LS reported that **Seth Kittredge** submitted hours covering the period of May 2010, under the supervision of licensed Land Surveyor Ronald LaRose. The Board accepted his recommendation. Mr. Kittredge's total hours to date are 5189.5. Mr. Kittredge will be notified.

**9. Continuing Education Courses - Education Committee to Report:**

- a. **"Boundary Disputes: Resolving Client Conflicts,"** The Board reviewed the letter submitted by Mary Chambers, and sponsored by NBI, Inc. DBA National Business Institute, requesting approval for 6 Professional Development Hours of continuing education credits. The Board approved a total of six and a half (6.5) Professional Development Hours of continuing education credits. Approval number issued CE092-0710.
- b. **"Stay out of Court: Mock Trial,"** The Board reviewed the letter submitted by Steven Michaud, and sponsored by MALSCE, requesting approval for 6.5 Professional Development Hours of continuing education credits. The Board approved a total of six and a half (6.5) Professional Development Hours of continuing education credits. Approval number issued CE093-0710.
- c. **"Preventing Burnout,"** The Board reviewed the letter submitted by McKissock 100% Education, and sponsored by McKissock 100% Education, requesting approval for 4 Professional Development Hours of continuing education credits. The Board denied the request based on it was not directly related to the practice of land surveying in the State of Vermont.

**9. Continuing Education Courses - Education Committee to Report - Continued:**

- d. **“46<sup>th</sup> Annual VSLs Conference,”** The Board reviewed the letter submitted by Margaret Shields, and sponsored by the Vermont Society of Land Surveyors, requesting approval for 12 Professional Development Hours of continuing education credits. The Board approved a total of twelve (12) Professional Development Hours of continuing education credits. Approval number issued CE094-0710.

**10. NCEES Correspondence:**

**11. Miscellaneous Correspondence:**

**12. Other Business:**

The Board reviewed the Newsletter and Renewal form.

**13. Public Comment:**

- 14.** The next meeting is scheduled for Tuesday, September 21, 2010. The last meeting for 2010 is November 16, 2010.

- 15.** There being no further business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Kara Shangraw, Administrative Assistant  
Office of Professional Regulation

## Appendix A

Name of Board Member Assigned		<b>Terry Harris</b>	
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		<b>Charles Rockwell</b>	
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	3-16-10 / 1164.25	
Paradee, Andrew	Patricia Skules/Douglas Henson	672.3	
Towne, Zebulon	Glenn Towne		

Name of Board Member Assigned		<b>Debra Daniels Mithoefer</b>	
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.	01-19-10 / 5500	
Naaktgeboren, David	Ellis Speath Jr.		
Pahel, James			

Name of Board Member Assigned		<b>Timothy Ruggles</b>	
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	3762.75	
Hammond, Barton	Ronald LaRose	3119.5	
Sargent, Scott	William Creamer		

Name of Board Member Assigned		<b>Shane Clark</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Holstein, Jamey	Len Amblo		
Nalette, Joseph (Skip)	Roy Hathorn	7-20-10 / 7750	
Otis, Randall	Ronald Gauthier		
Pray, Adam			
Reed, Mathew	Ronald Stancliff	1310.5	
Ruderman, Brad	John Thetford	3-16-10 / 5823.25	
Smith, Alex	Doug Henson	7-21-09 / 2361	
Walker, Mark	Richard Bell	534.5	
Whitehead, Chad			

Name of Board Member Assigned		<b>Jonathan Abts</b>	
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date	
Downey, Ryan, J	Ellis Speath Jr.		
Fuller, Aaron	Steven Brooks		
Kittredge, Seth W.	Ronald LaRose	7-20-10 / 5189.5	
Paire, Uriah	Lisa Ginett		
Peacock, Gregory			
Riley, Jason, M	David Hudson		
Wilson, Terry	Richard Bell	5-18-10 / 1793	
Yager, Nathan, O	David Rose	5-18-10 / 1160.5	