



Board of Land Surveyors

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402
Tel. (802) 828-5434 website: <https://sos.vermont.gov/opr/>

Minutes

Tuesday, June 20, 2023

Via Microsoft Teams

1. The meeting was called to order at 9:13 a.m.

Members present via Microsoft Teams: Joseph Nalette, L.S., Vice-Chair, John Diebold, L.S., Secretary; Seth Kittredge, L.S.; and Daniel Coane. Absent: Joseph Flynn, L.S., Chair and Evelyn Wetzel.

OPR Personnel present via Microsoft Teams: Lauren Layman, General Counsel; Emily Tredeau, Staff Attorney; Noura Eltabbakh, Staff Attorney; and Kara Shangraw, Licensing Administrator II.

2. The Vice-Chair called for approval of the minutes of the March 21st meeting. Mr. Coane made a motion, seconded by Mr. Diebold, to approve the minutes of the March 21, 2023 meeting as presented. Motion passed.

3. **Disciplinary Matters:** None

4. **Administrative Updates:**

The Board tabled the executive session to discuss the state jurisprudence exam.

5. **Topics for Discussion:** None
6. **Applications / (See Appendix A):** None
7. **Continuing Education Courses for Review:**

“**Best Practices of Field Data Collection and Best Practices in Drone Surveying**” submitted by Heather Schultz, with NYSAPLS, requesting 1 hour of continuing education credit for each course. Based on the information submitted, Mr. Kittredge made a motion, seconded by Mr. Diebold, to approve the courses. Motion passed. The provider will be notified.

“**Land Descriptions**” submitted by Jackie Vincent, with McKissock 100% Education, requesting 5 hours of continuing education credit. Based on the information submitted, Mr. Kittredge made a motion, seconded by Mr. Diebold, to approve the course. Motion passed. The provider will be notified.

8. **Other Business:** None
9. **Correspondence:** None
9. **Public Comment:** None

10. There being no further business, the meeting adjourned at 9:25 a.m.

Next Scheduled Meeting – Tuesday, September 19, 2023.
Please check the office [website](https://sos.vermont.gov/opr/) for updates

Appendix A

Name of Board Member Assigned		Joseph Flynn
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Otterman, Matthew	Thomas C Otterman	Portfolio

Name of Board Member Assigned		John Diebold
Name of Applicant	Name of Supervising Land Surveyor	No. of Hours to date
Smith, Alex	Michael Gervais	Portfolio

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