

**BOARD OF ARCHITECTS**  
Secretary of State, Office of Professional Regulation  
National Life Building, North, Floor 2, Montpelier, VT 05620-3402  
**UNAPPROVED MINUTES**  
**Meeting of November 26, 2012**

1. The meeting was called to order at 10:45 AM.

Members present: Edward Wolfstein, Chairman; Frank M. Guillot, Vice-Chair, Keith Robinson, Ingrid Moulton-Nichols (by telephone),

OPR Staff: Terry Gray, Licensing Administrator, Danielle Rubalcaba, Licensing Board Specialist and Colin Benjamin, Board Counsel.

2. Approval of October 1, 2012 meeting will be review at the February 4, 2013 meeting.

3. **Case Manager's Report – no change from last meeting**

The current number of cases pending for the Board is two (2); one is under investigation and one (1) the I-Team met and recommends filing charges.

4. **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. Chairman Wolfstein made the motion to approve licensure for the following licenses listed below, seconded by F. Guillot. Motion passed unanimously.

Barry Ganek  
Paulo Vincente  
John Cooper

Gary Getz  
David Seibert

Barry Giorgi  
Neil Sheehan

John Polsinelli  
Craig Dixon

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

Chairman Wolfstein made the motion to approve the following applications to sit for the A.R.E Exam listed below, seconded by F. Guillot. Motion passed unanimously.

Joseph Gibbons Daniel Haedrich Philip Colteryahn Samuel Beall Stephen Poston

5. Applications reviewed and discussed:

The Board reviewed and discussed the following applications and took action as indicated. The applications will be advised of the Board's conclusions regarding their inquiry or of documents needed to complete their applications.

- a. Michael Vivien (Endorsement) – Board will review again once he provides proof of the 24 hours of continuing education credits needed (within the last two years.)
- b. Additional information is needed from Michael Minadeo.

6. New Business

-NCARB will be increasing there fee's  
-Paperless Licenses K. Robinson and Chairman Wolfstein are okay with the decision to go paperless  
-Rule change suggestions will be further discussed at the February Rules Meeting following the regular scheduled meeting.

-NBE/NBC Conference Chairman Wolfstein reported to the conference the amount of active licensees in Vermont. NBC reported the future of licensing and the A.R.E. Mike Armstrong is the new CEO of NCARB. The NBC encourages the National 12 year CE rule. Also, stated that AIA and NCARB now have better communication.

7. The next meeting of the Board is scheduled for Monday, February 4, 2013 at 10:00 AM.

8. The meeting was adjourned at 1:15 pm.

Respectfully submitted,

Danielle Rubalcaba  
Licensing Board Specialist  
Office of Professional Regulation