

**State of Rhode Island and Providence Plantations  
DEPARTMENT OF BUSINESS REGULATION  
1511 Pontiac Avenue, Bldg. 68-2  
Cranston, Rhode Island 02920**

**Division of  
Design Professionals STATE BOARD OF REGISTRATION FOR  
PROFESSIONAL LAND SURVEYORS  
MINUTES OF THE MEETING OF THE BOARD**

**DATE: 12 July 2016**

**PLACE: 1511 Pontiac Avenue, Building 68 Conference Room 68-1,  
Cranston, RI**

**MEMBERS PRESENT: Chair Michael J. McCormick, Secretary Mark D.  
Boyer, Member Amy N. Sonder (arrived at 1:52 p.m.) and Member  
Michael Gaston**

**MEMBERS ABSENT: Vice Chair: Daniel R. Cotta**

**OTHERS PRESENT: Lois Marshall, Administrative Assistant  
Jovonna Edwards, Administrative Assistant  
David S. Hilbern, RISPLS Liaison**

**CALLED TO ORDER: Chair Michael J. McCormick called the meeting**

to order at 1:12 p.m.

#### **A. MEETING MINUTES (Review/Discuss/Take Action)**

- **Approval of the 14 June 2016 Open Meeting Minutes**

Secretary Boyer moved to approve the 14 June 2016 open meeting minutes. Member Gaston seconded. The motion passed; three (3) in favor and two (2) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and Amy N. Sonder where absent from this vote.

#### **B. EXECUTIVE SESSION**

(1) Because of the nature of the following items, Member Gaston moved to convene into Executive Session at 1:13 p.m. pursuant to RI General Laws, §42-46-5(a) (2), for sessions or work sessions pertaining to collective bargaining or litigation and §42-46-5(a) (4) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Boyer seconded. The motion passed; three (3) in favor and two (2) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and Amy N. Sonder where absent from this vote.

(2) Member Gaston moved to adjourn from Executive Session and to convene to an open meeting at 1:55 p.m. pursuant to RI General Laws §42 46-4. Secretary Boyer seconded. The motion passed; four (4) in

**favor and one (1) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, Member Amy N. Sonder and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and was absent from this vote.**

**(3) Member Gaston moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Secretary Boyer seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, Member Amy N. Sonder and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and was absent from this vote.**

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**(4) Member Gaston moved to record the votes taken in executive session in accordance with RI General Laws §42-46-4 as follows: Motion was made to continue the following agenda items B, C, D, F, G and H to close E Secretary Boyer seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, Member Amy N. Sonder and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and was absent from this vote.**

**(5) Member Gaston moved pursuant to R I General Law §42-46-4 that**

**the Board defer disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken concerning RI General Law §42-46-5(a). Secretary Boyer seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, Member Amy N. Sonder and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and was absent from this vote.**

**(6) In Executive Session pending matters, there are six (6) pending matters.**

**Secretary Boyer moved to approve the 14 June 2016 executive session meeting minutes. Member Gaston seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were, Chair Michael J. McCormick, Secretary Mark D. Boyer and Member Amy N. Sonder. Vice Chair Cotta was absent.**

#### **C. CORRESPONDENCE (Review/Discuss/Take Action)**

**Monthly report from the Rhode Island Society of Professional Land Surveyors regarding the Boards General Law.**

#### **D. OLD BUSINESS (Review/Discuss/Take Action)**

##### **(1) Professional Development Hours (PDH) Approval Requests**

**The Board did not receive any PDH approval request.**

## **(2) National Council of Examiners for Engineers and Surveyors (NCEES)**

**–Vice Chair Cotta and Secretary Boyer will be attending the Annual NCEES Meeting which will be held in Indianapolis, IN as a voting delegate.**

## **(3) Rules and Regulation**

**Attorney Algee on June 30th sent the current Board's Rules and Regulations to all the town's clerks.**

## **(4) 2016 Legislation – Status Update**

**The date that the legislation was signed was July 6th 2016. Legislative changes to the amount of meetings changed from 10 meetings per year to 3 meetings per year setting a more flexible minimum requirement but allowing for additional meetings as needed. The requirement for a Good Standing from the Secretary of Sates Office has been removed. All certificate of authorization renewals must be submitted through the department's electronic system unless special permission to submit a paper renewal is requested and approved by the Director.**

## **(5) Professional Land Surveyor (PLS) Rhode Island Portion Examination**

- Exam Database**

**Chairman McCormick continued this matter in the absence of Vice**

**Chair Cotta. Member Sonder seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were Chair Michael J. McCormick, Secretary Mark D. Boyer, Member Amy N. Sonder and Member Michael J. Gaston. Vice-Chair Daniel R. Cotta and was absent from this vote.**

- **RI Portion Exam**

**The Board will continue to review and revise the RI Portion Examination.**

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**(6) Rhode Island Society of Professional Land Surveyors**

- **General Membership Meeting**

**(7) Any other Old Business**

**There is no old business at this time.**

**E. NEW BUSINESS (Review/Discuss/Take Action)**

**(1) Any Other New Business**

**(2) Comments from the General Public**

**David S. Hilbern, RISPLS Liaison he discussed licensing requirements regarding education and the Board explained that they are bound by legislation. The Society will continue working to achieve to improve the process.**

## **F. Applications (Review/Discuss/Take Action)**

### **(1) Certificate(s) of Authorization (COA) Application(s)**

**There were no COA applicants to review.**

### **(2) Land Surveyor-in-Training/Professional Land Surveyor (LSIT/PLS) Application(s) by Examination and Comity**

**Mark A. Castellonas – He is applying for registration by comity and Chairman McCormick approved Mr. Castellonas to sit for the October 27th 2016 state exam. It was seconded by Secretary Boyer. The motion passed; four (4) in favor and one (1) absent. Voting in favor were, Chair Michael J. McCormick, Secretary Mark D. Boyer and Member Amy N. Sonder. Vice Chair Cotta was absent.**

**Michael Ross – He is applying for registration by comity and Chairman McCormick approved Mr. Ross to sit for the October 27th 2016 state exam. It was seconded by Secretary Boyer. The motion passed; four (4) in favor and one (1) absent. Voting in favor were, Chair Michael J. McCormick, Secretary Mark D. Boyer and Member Amy N. Sonder. Vice Chair Cotta was absent.**

**Christopher Palmer – He was applying to sit for the NCEES PLS Exam Chairman McCormick moved the Mr. Palmer needs additional educational credits. Secretary Boyer seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were, Chair Michael J. McCormick, Secretary Mark D. Boyer and Member Amy N. Sonder. Vice Chair Cotta was absent.**

### **G. Next Meeting August 9 2016 Adjournment**

**Chair McCormick moved to adjourn the meeting at 3:40 p.m. Member Amy N. Sonder seconded. The motion passed; four (4) in favor and one (1) absent. Voting in favor were, Chair Michael J. McCormick, Secretary Mark D. Boyer and Member Amy N. Sonder. Vice Chair Cotta was absent.**

**Posted on 9 August 2016 electronically on Secretary of State's Office website; pursuant to the Open Meetings Law, R.I. Gen. Laws Sec. 42-46-6(b), business not included in this notice may be considered with the consent of the majority of the members, and/or may convene into Executive (closed) Session pursuant to R.I. Gen. Laws Sec. 42-46-5.**