



State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION (DBR)
1511 Pontiac Avenue, Bldg. 68-1
Cranston, Rhode Island 02920

Division of
Design
Professionals

STATE BOARD OF REGISTRATION FOR
PROFESSIONAL LAND SURVEYORS

MEETING MINUTES

DATE: 13 June 2017

PLACE: Department of Business Regulation (DBR)
1511 Pontiac Avenue, Bldg 68-1 Conference Room
Cranston, RI 02920

MEMBERS PRESENT: Chair Michael J. McCormick
Vice-Chair Daniel R. Cotta
Secretary Mark D. Boyer
Member Amy N.
Member Michael J. Gaston

MEMBERS ABSENT: None

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant (present from 1:20 p.m.-3:06 p.m. until 3:51 p.m.)
Pamela Toro, Esq., Chief of Legal
David S. Hilbern, RISPLS Liason (present from 3:09 p.m.-3:51 p.m.)

Chair McCormick called the meeting to order at 1:20 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 09 May 2017

Upon motion made by Secretary Boyer and duly seconded by Vice-Chair Cotta, it was unanimously

VOTED: To approve the minutes.

The next order of business was:

Executive Session

At 1:23 p.m., upon motion made by Member Sonder and duly seconded by Vice-Chair Cotta, it was unanimously

VOTED: To go into Executive Session, pursuant to R.I. Gen. Laws § 42-46-5(a)(4), for the following matters:

1. Motion to approve the minutes of the Executive Session held on 09 May 2017.
2. One (1) matter pertaining to complaint of improper planning.
3. One (1) matter pertaining to complaint of dispute with agreement between the parties.
4. Discussion and drafting of questions to be included on the Professional Land Surveyors' examination.
5. One (1) matter pertaining to complaint of a deficient plan being presented.
6. One (1) matter pertaining to complaint of someone doing Land Surveying work who is not a Land Surveyor.
7. Two (2) matters pertaining to the State Specific Land Surveyors Exam.
8. One (1) matter pertaining to two Surveyors in disagreement with one another regarding a plan.
9. One (1) matter pertaining to failure to comply with the terms of the agreement.
10. One (1) matter pertaining to Surveyor not conforming to the new standards
11. Any other new business to be added to the next meeting's Executive Session agenda.
12. Motion to return to Open Session.

The next order of business was:

At 3:09 p.m., the Board reconvened in Open Session

The next order of business was:

Motion to Seal the minutes of the Executive Session held on 13 June 2017

Upon motion made by Member Sonder and duly seconded by Secretary Boyer, it was unanimously

VOTED: To seal the minutes of the Executive Session held on 13 June 2017 pursuant to R.I. Gen. Laws §§ 42-46-4 -& 5.

The next order was business was:

Report on activities/votes taken in Executive Session

Upon motion made by Member Sonder and duly seconded by Secretary Boyer, it was unanimously

VOTED: To record the votes taken in executive session in accordance with RI General Laws 42-46-4 as follows:

1. Unanimously approved minutes of the Executive Session held on 09 May 2017.
2. Unanimously moved to continue complaint of improper planning and to have a letter sent stating that the plan needs to be revised. If the revision is not made Surveyor must come before the Board.
3. Unanimously moved to continue complaint of dispute with agreement between the parties.

4. Unanimously moved to continue discussion of drafting of questions to be included on the Professional Land Surveyors' examination.
5. Unanimously moved to continue complaint of a deficient plan being presented and to write a letter stating that the surveyor in question revise the plan and present the revised plan if it is not received then the Surveyor must come before the Board.
6. Unanimously moved to continue complaint of someone doing Land Surveying work who is not a Land Surveyor.
7. Unanimously moved to close this matter and send letters to the applicants that did not pass the exam.
8. Unanimously moved to have a letter sent requesting additional information regarding the complaint in question.
9. Unanimously moved to close this issue. The issue is a civil matter and the Board does not get involved in civil disputes.
10. Unanimously moved to add a dispute regarding a Surveyor not conforming to the new standards to the agenda so it can be discussed at the next Board meeting.
11. Any other new business to be added to the next meeting's Executive Session agenda.
12. Motion to return to Open Session.

The next order of business was:

Old Business: (Review/Discuss/Take Action)

The next item of business was:

Rules and Regulations

a. RISPLS Recommended Revisions to the Rules and Regulations

Upon motion made by Chair McCormick and duly seconded by Secretary Boyer, it was unanimously

VOTED: To continue this matter

The next item of business was:

Standard and Law proposed changes-prepared by David Gardner

Upon motion made by Chair McCormick and duly seconded by Secretary Boyer, it was unanimously

VOTED: To continue this matter

The next item of business was:

2017 Legislation-Status update

Upon motion made by Chair McCormick and duly seconded by Secretary Boyer, it was unanimously

VOTED: To continue this matter

The next item of business was:

Any other old business to add to the agenda for the next Board meeting.
None at this time

The next order of business was:

New Business:(Review/Discuss/Take Action)

The next item of business was:

Any new business to add to the agenda for the next Board meeting.
None at this time

The next item of business was:

Comments from the General Public
None at this time

The next order of business was:

National Council of Examiners for Engineering and Surveying (NCEES) matters-
(Review/Discuss/Take Action):

The next item of business was:

NCEES-Annual Meeting-Miami, Florida-August 23-26, 2017
Vice-Chair Daniel R. Cotta, Secretary Mark D. Boyer, and Administrative Assistant Jovonna Edwards will be attending.

The next item of business was:

NCEES-Computer based PS Exams
This was treated as an FYI

The next item of business was:

NCEES-Treasurer Candidacy Announcement
This was treated as an FYI

The next order of business was:

**Rhode Island Society of Professional Land Surveyors (RISPLS matters-
(Review/Discuss/Take Action)**

The next item of business was:

Comments from Davis S. Hilbren, RISPLS Liason

Mr. Hilbren went over the Standard law proposed changes and received feedback as to what the Boards thoughts were on these changes. He also discussed complaints that he received regarding the Rhode Island State Specific Exam.

The next order of business was:

**Professional Development Hours (PDH) Course Approval Request (s) from a provider-
(Review/Discuss/Take Action)**

None at this time

The next order of business was:

**Professional Development Hours (PDH) Approval Request(s) from PLS-
(Review/Discuss/Take Action)**

The next item of business was:

- (1) John Macolini-This item was continued to the next Board meeting awaiting the response from the letter that was sent.

The next order of business was:

Initial individual application(s)- (Review/Discuss/Take Action)

None at this time

The next order of business was:

Initial Certificate of Authorization (COA) application(s)- (Review/Discuss/Take Action)

None at this time

Amended Certificate of Authorization (COA) application(s)- (Review/Discuss/Take Action)

None at this time

The next order of business was:

Next Meeting Date

Tuesday 11 July, 2017 1:00 p.m.

The final order of business was:

Adjournment

Upon motion made by Chair McCormick and duly seconded by Vice-Chair Cotta, it was unanimously

VOTED: To adjourn the meeting at 3:51 p.m.

Respectfully submitted,

Mark Boyer, PLS
Secretary

MDB/jme