



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: 08 August 2017

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

MEMBERS PRESENT: Chair Michael J. McCormick
Member Michael J. Gaston
Member Amy N. Sonder

MEMBERS ABSENT: Vice-Chair Daniel R. Cotta
Secretary Mark D. Boyer

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant
Pamela Toro, Esq., Chief of Legal

Chair McCormick called the meeting to order at 1:16 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 11 July 2017

Upon motion made by Chair McCormick and duly seconded by Member Gaston, it was unanimously

VOTED: To continue approval of minutes until next Board meeting. Due to error made in members present.

The next order of business was:

Executive Session

At 1:18 p.m., upon motion made by Member Sonder and duly seconded by Member Gaston, 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 11 July 2017.
2. One (1) matter pertaining to complaint of improper planning.
3. Discussion and drafting of questions to be included on professional Land Surveyors' examination.
4. One (1) matter pertaining to complaint of a deficient plan being presented.
5. One (1) matter pertaining to a complaint of someone doing Land Surveying work without a license.
6. One (1) matter pertaining to two Surveyors in disagreement with one another regarding a plan.
7. One (1) matter pertaining to a Surveyor not conforming to the new standards.
8. One (1) matter pertaining to a Surveyor trying to renew who has outstanding complaints against them.
9. One (1) matter pertaining to a Land Surveyor who has been inactive for four (4) years in Rhode Island and is requesting to reactivate their license.
10. One (1) matter pertaining to a Land Surveyor being unethical.
11. One (1) matter pertaining to Surveyor not being in contact with their client.
12. Any other new business to be added to the next meeting's Executive Session agenda.
13. Motion to return to Open Session.

The next order of business was:

At 3:44 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 08 August 2017

Upon motion made by Member Sonder and duly seconded by Chair McCormick, it was unanimously

VOTED: To seal the minutes of the Executive Session held on 08 August 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 Chair Gaston, 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 continued minutes of the Executive Session held on 11 July 2017 to the next Board Meeting due to error made in members present.
2. Unanimously moved to close complaint of improper planning and to have a letter sent stating that the plan follows the Boards standards.

3. Unanimously moved to continue discussion of drafting of questions to be included on the Professional Land Surveyors' examination and issue a letter of reference materials to applicants who registered for the exam.
4. Unanimously moved to continue complaint of a deficient plan.
5. Unanimously moved to continue complaint of someone doing Land Surveying work who is not a Land Surveyor.
6. Unanimously moved to continue complaint regarding two Surveyors in disagreement with one another regarding a plan.
7. Unanimously moved to continue complaint regarding a Surveyor not conforming to the new standards and to send an email giving the date of the September meeting that they will be attending.
8. Unanimously moved to renew the Surveyors license who had outstanding complaints due to complaints being resolved and to close this matter.
9. Unanimously moved to renew application of a Land Surveyor who has been inactive for four (4) years. Registrant must pay renewal fee and an additional fee in regards to 5-8.1-10 issuance and renewal of certificates. If fees are paid this item can be closed.
10. Unanimously moved to write a letter to the Surveyor being accused of being unethical notifying him of the complaint and to write a letter to the person who has the complaint.
11. Unanimously moved to continue matter of Surveyor not being in contact with client.
12. Any other new business to be added to the next meeting's executive agenda.
13. 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 Member Gaston, 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 Member Gaston, 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 Member Gaston, 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 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-Motions-2017 NCEES Annual Meeting
This was treated as an FYI

The next item of business was:

NCEES-Treasurer Candidacy Announcement-Time Rickborn
This was treated as an FYI

The next item of business was:

NCEES-Emeritus/Associate Nomination Form
This will be continued to the next Board Meeting

The next item of business was:

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

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

None at this time

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)**

None at this time

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)

Kelly Land Services Inc. Stanley Gwara

Upon motion made by Chair McCormick and duly seconded by Member Sonder, it was unanimously

VOTED: To approve the initial application for COA for Kelly Land Services Inc.

Upon motion made by Chair McCormick and duly seconded by Member Sonder, it was unanimously

VOTED: To email Mr. Gwara and cc Chair McCormick on the email to get further clarification on the letter he sent along with is COA Application.

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

None at this time

Initial Land Surveyor-In-Training-application (s)- (Review/Discuss/Take Action)

None at this time

The next order of business was:

Next Meeting Date

Tuesday 12 September, 2017 1:00 p.m.

The final order of business was:

Adjournment

Upon motion made by Chair McCormick and duly seconded by Member Sonder, it was unanimously

VOTED: To adjourn the meeting at 4:58 p.m.

Respectfully submitted,

Michael McCormick, PLS
Chair

MM/jme