



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:** 09 January 2018

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

**MEMBERS PRESENT:** Chair Michael J. McCormick  
Secretary Mark Boyer  
Member Michael Gaston (present 1:19p.m.-3:25-3:27-3:47 p.m.)  
Member Amy N. Sonder (present 1:19p.m.-3:39-3:40-3:47 p.m.)

**MEMBERS ABSENT:** Vice-Chair Dan Cotta

**OTHERS PRESENT:** Jovonna Edwards, Administrative Assistant (present from 1:19p.m.-2:51-2:55-3:47 p.m.)

Pamela Toro, Esq., Chief of Legal (present from 1:19p.m.-3:33-3:37-3:47 p.m.)

Chair McCormick called the meeting to order at 1:19 p.m.

The first order of business was:

**Approval of the Open Session Minutes held on 12 December 2017**

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

VOTED: To approve the minutes. Member Michael Gaston abstained from this vote.

The next order of business was:

**Executive Session**

At 1:20 p.m., upon motion made by Member Sonder and duly seconded by Chair McCormick, 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 12 December 2017.
2. Discussion and drafting of questions to be included on professional Land Surveyors' examination.
3. One (1) matter pertaining to a complaint of someone doing Land Surveying work without a license.
4. One (1) matter pertaining to a Land Surveyor being unethical.
5. One (1) matter pertaining to Surveyors plan being incorrect.
6. One (1) matter pertaining to two parties doing Surveying work who are not Surveyors.
7. Any other new business to be added to the next meeting's Executive Session agenda.
  - (a) One (1) matter to Surveyor not conforming to the new standards.
8. Motion to return to Open Session.

The next order of business was:

At 2:34 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 09 January 2018**

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

VOTED: To seal the minutes of the Executive Session held on 09 January 2018 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 voted to approve minutes upon correction of name of the Executive Session held on 12 December 2017.
2. Unanimously moved to continue discussion and drafting questions for the RI State Specific Exam for the Land Surveyors Exam to the next Board meeting.
3. Unanimously moved to write a letter and continue complaint of someone doing Land Surveying work who is not a Land Surveyor to the next Board meeting.

4. Unanimously moved to write a letter and continue the complaint of a Surveyor being unethical to the next Board meeting.
5. Unanimously moved to write a letter to the Surveyor not conforming to the new standards and continue this matter to the next Board meeting.
6. Unanimously moved to continue this to the next Board meeting.
7. Any other new business to be added to the next meeting's executive agenda.
  - (a) One (1) matter to Surveyor not conforming to the new standards.
8. Motion to return to Open Session.

**Old Business: (Review/Discuss/Take Action)**

The next item of business was:

**Rules and Regulations**

**a. RISPLS Recommended Revisions to the Rules and Regulations**

This matter will be continued

**b. Standard and Law proposed changes- prepared by David Gardner**

This matter will be continued

**c. Regulations Reformat**

This matter will be continued

The next item of business was:

**2018 Legislation-Status update**

There aren't any 2018 Legislation updates at this time.

The next item of business was:

**Office Elections**

This matter will be continued

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-Northeast Zone Meeting**

Discussion was had as to who would be attending. Informational packets were sent to all Board members.

The next item of business was:

**NCEES-2018 Call for Awards Nominations**

FYI

The next item of business was:

**NCEES-Current Board, Emeritus and Associate Member Updates.**

Louis DeQuattro Associate Member, Attorney was removed as an Associate Member. Updates were sent to NCEES.

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 David S. Hilbren, RISPLS Liason**

There were no comments

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)**

- 1) Thomas M. Owen

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

VOTED: To send a letter to Thomas M. Owen advising him that before the Board can approve his application to take the Rhode Island State Specific Exam he will need to coordinate his transcripts with items A-O per regulation 5-8.1-9 e (ii) (iii).

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)**

- 1) Narragansett Engineering Inc

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

VOTED: To send application back due to not having provided a stamp.

**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 13 February 2018 1:00 p.m.

The final order of business was:

**Adjournment**

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

VOTED: To adjourn the meeting at 3:47 p.m.

Respectfully submitted,

Mark L. Boyer, PLS  
Secretary

MLB/JME