



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 February 2018

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

MEMBERS PRESENT: Secretary Mark Boyer
Member Michael Gaston
Member Amy N. Sonder

MEMBERS ABSENT: Chair Michael McCormick, Vice-Chair Dan Cotta

OTHERS PRESENT: Jovonna Edwards, Administrative Assistant (present from 1:17-1:21p.m.
1:21-1:32p.m. 1:32-1:34p.m. 1:34-1:37p.m. 1:37-1:39 p.m. 1:39-1:48p.m.
1:48-1:49p.m. 1:49-1:54p.m. 1:54-1:55p.m. 1:55-3:32p.m.)

Pamela Toro, Esq., Chief of Legal

Secretary Boyer called the meeting to order at 1:17 p.m.

The first order of business was:

Approval of the Open Session Minutes held on 09 January 2018

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

VOTED: To approve the minutes from the January 09, 2018 Board Meeting.

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 09 January 2018.
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. One (1) matter pertaining to a Surveyor not conforming to the new standards held out for Professional Land Surveyors.
8. One (1) matter pertaining Surveyor not completing the work he was hired to do.
9. Any other new business to be added to the next meeting's Executive Session agenda.
10. Motion to return to Open Session.

The next order of business was:

At 2:52 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 February 2018

Upon motion made by Member Sonder and duly seconded by Secretary Boyer

VOTED: To seal the minutes of the Executive Session held on 13 February 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 09 January 2018.
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 have the Surveyor who the complaint is against to come before the Board 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 write a letter explaining that the Board does not have any jurisdiction over this complaint and to close this matter.
7. Unanimously to write a letter advising Surveyor that he needs to send a digital copy of any plans that was stamped by the old standards and to also revise the plan in question to the new standards.
8. Unanimously moved to send a complaint notification to the Surveyor who the complaint is against and to continue this complaint to the next Board Meeting.
9. Any other new business to be added to the next meeting's executive agenda
10. 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

Vice-Chair Daniel Cotta, Secretary Mark Boyer and Administrator to the Board Jovonna Edwards will be attending.

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

VOTED: To approve Administrator to the Board Jovonna Edwards as an associate member to the Board.

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. Hilbern, RISPLS Liason

There were no comments from David Hilbern. There will be a Meeting held at the RISPLS on Thursday 02/15/2018 regarding standards.

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) John Madeiros

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

VOTED: To send a letter to John Madeiros advising him that before the Board can approve his application to take the Rhode Island State Specific Exam he will need to correct the following deficiencies:

Provide LSIT Exam & issue date
Where he received his H.S. Diploma from
Picture
If comity provide license and issue date
Experience directly under supervision of a licensed Surveyor with name of license
College Transcripts

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
- 2) WSP USA Buildings Inc.

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

VOTED: Approve amended applications for both Narragansett Engineering Inc and WSP USA Buildings Inc.

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 20 March 2018 1:00 p.m.

This Board Meeting has been cancelled and will be held March 26, 2018 at 1:00 p.m.

The final order of business was:

Adjournment

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

VOTED: To adjourn the meeting at 3:23 p.m.

Respectfully submitted,

Mark D. Boyer, PLS
Secretary

MDB/JME