

**BOARD OF EXAMINATION AND REGISTRATION OF ARCHITECTS
MINUTES OF MEETING OF THE BOARD**

DATE: January 17, 2007

**PLACE: Department of Administration
One Capitol Hill, Conference Room B
Providence, RI 02908**

MEMBERS PRESENT: Dana M. Newbrook, Wilbur E. Yoder, James R. Carlson, Joseph A. Cirillo and Barbara Feibelman

OTHERS PRESENT: Adam J. Sholes, Special Assistant Attorney General

**Peter N. Dennehy, Deputy Chief Legal Counsel, Dept. of Admin.
Dawne Broadfield, Board Executive
Guest: Charlene Cirillo**

CALLED TO ORDER: Chair Newbrook called the meeting to order at 3:36 pm. to commence Board business.

MINUTES OF THE MEETING OF THE BOARD

(1) Mr. Cirillo moved to approve the open meeting minutes of December 20, 2006 as published. Vice Chair Yoder seconded. Motion approved by all members present.

(2) Mr. Cirillo moved to approve and seal the executive session meeting minutes of the December 20, 2006 as published. Vice Chair Yoder seconded. Motion approved by all members present.

EXECUTIVE SESSION

(1) Secretary Carlson moved to convene into executive session at 3:37 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. Vice-Chair Yoder seconded. Motion approved by all members present.

(2) Secretary Carlson moved to adjourn from executive session and to reconvene to an open meeting at 5:30 p.m. pursuant to R.I.G.L. §42-46-4. Vice-Chair Yoder seconded. Motion approved by all members present.

(3) Secretary Carlson 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. Vice-Chair Yoder seconded. Motion approved by all members present.

(4) Secretary Carlson moved to record the votes taken in executive session in accordance with Rhode Island General Law §42-46-4 as follows. Vice-Chair Yoder seconded. Motion approved by all

members present to close George Burman, Architect vs. David MacDougall (W.J. Smith/Connery Funeral Chapel); New England Construction Company, Inc.; Sweenor Builders; Thomas Plante and Martin Ezeama.

Secretary Carlson moved to open the eligibility period now for all architectural registration examination (ARE) candidates with the knowledge that it is the Board's intention to change its Rules to follow the National Council of Architectural Registration Boards (NCARB) "Rolling Clock". Vice-Chair Yoder seconded. Motion approved by all members present.

(5) Secretary Carlson moved pursuant to RI 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). Vice-Chair Yoder seconded. Motion approved by all members present.

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OLD BUSINESS

(1) Discussion on Amendments to the "Rules of the Board"

A comment was made from the last draft as follows:

Comment #1:

Paragraph 2.11 has been changed to read as follows:

A person practices as a “Principal” if the person is an architect, is in responsible control of the organization’s architectural practice either alone or in concert with other architect(s), is responsible for the profits and losses of the firm, is legally liable for the acts of the firm, and holds one of the following positions:

2.11.1 Sole proprietor if the practice is through a sole proprietorship

2.11.2 Director and officer (or shareholder if there are no directors) if the practice is through a corporation.

2.11.3 General partner if the practice is through a partnership.

2.11.4 General Partner if the practice is through a limited liability partnership.

2.11.5 Manager (or member if there are no managers) if the practice is through a limited liability company.

The Board will notify the American Institute of Architects (AIA), and their Emerging Professionals Committee, of the proposed amendments to the Rules through the AIA Executive Director.

Secretary Carlson moved that the Board advertise for the public hearing and post its proposed Rules as amended at this meeting today on its website. Ms. Feibelman seconded. Motion approved.

(2) “Tech Note” – Meeting to be scheduled with Daniel L. Beardsley, Jr., Executive Director, League of Cities and Towns, Daniel R. DeDentro, State Building Code Commissioner and the Board.

Mr. Cirillo reported to the Board that Mr. John P. Leyden, CBO, State Building Code Commissioner, has scheduled a meeting with Mr. Daniel Beadsley, Executive Director, League of Cities and Towns, the Board and himself for sometime in February 2007. Mr. Cirillo will notify the Board of the specific date. Therefore, this matter has been continued.

(3) Discussion on “disaster” – what would happen to the Board’s records, paper and computer, if the building burns?

The Board has received a “Business Continuity Plan Questionnaire” from the State Division of Information Technology (DoIT) to be completed and returned to DoIT by February 1, 2007. Secretary Carlson reviewed the three-ring binder put together by the Board containing all of the information needed in case of an emergency disaster and then gave it to Mr. Cirillo for his review.

(4) Update on the Spring 2007 New England Conference of Architectural Registration Boards (NECARB) Conference for Regions 1 and 5 being held in Newport, RI.

Secretary Carlson gave an update of the planning of the NECARB Conference being held on March 29 – April 1, 2007 in Newport, RI.

Programs:

The scheduled Friday morning program is on the Intern Development Program (IDP), and the scheduled Friday afternoon program is on Disasters. The scheduled Saturday program is the National Council of Architectural Registration Boards (NCARB) speaking to the Regions about the proposed Resolutions to be voted on at the NCARB Annual Meeting.

Gift Package:

Secretary Carlson is waiting to hear from Chris Williams, Secretary/Treasurer of NECARB, Region I, as to the price range that the Board can spend on a gift package.

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Dinner:

(A) Secretary Carlson is waiting to hear from Chris Williams, Secretary/Treasurer of NECARB, Region I, as to the price range that the Board can spend on the group dinner for Regions I and V and the dinner for Region I.

(B) Mrs. Charlene Cirillo is coordinating the dinners. Mrs. Cirillo is considering booking the Tennis Hall of Fame for the Group dinner. After the dinner the group could go on their own and tour the Tennis Hall of Fame.

(C) Mrs. Cirillo told the Board that Sardella's Italian Restaurant, in Newport, RI, is willing to host the dinner for Region I on either Friday or Saturday night. Secretary Carlson requested the price range for

the menu to give to Mr. Williams.

Registration:

Secretary Carlson requested from Mrs. Cirillo the Chamber of Commerce brochures to send to Mr. Williams for enclosure in his registration package.

Program for Spouse:

Mrs. Cirillo asked if the Region would be putting together a program for the spouses. Secretary Carlson stated that there has never been a regional meeting that he has attended that had a program for spouses. He will ask Mr. Williams by email. If a program cannot be set up, he suggested that brochures be provided at the “Registration Booth” as the guests check in on Thursday night.

(5) Topics for the next Newsletter to be published.

There will not be a newsletter published at this time.

BLUE BOOKS (RECIPROCITY)

(A) Ms. Feibelman moved to approve the following Blue Books as submitted with an expiration date of December 31, 2007. Vice-Chair Yoder seconded. Motion approved by all members present.

(1) BRODMAN, Louise A. (5) LOWE, Jeffrey K.

- (2) BROWN, Roy S. (6) MEHLER, Lee N.**
(3) FRISCH, Mark J. (7) SOBIERAJ, Walter A.
(4) LAHEY, John C. (8) TULLY, Daniel F.

BLUE BOOK (REINSTATEMENT)

(A) Ms. Feibelman moved to approve the reinstatement of the Blue Book as presented with an expiration date of December 31, 2007. Vice-Chair Yoder seconded. Motion approved by all members present.

- (1) FRENCH, John W., #1731**

GREEN BOOKS (APPROVAL TO TAKE ARCHITECTURAL REGISTRATION EXAM)

(A) Vice-Chair Yoder moved to approve the following Green Books as submitted. Mr. Cirillo seconded. Motion approved by all members present.

- (1) HARRIS, Crystal Bradwin (2) HUGHES, Karen M.**

REQUEST FOR EXTENSION OF ARCHITECTURAL REGISTRATION EXAMINATION (ARE) ELIGIBILITY DATE PERIOD.

(1) BEAULIEU, Kevin – Vice-Chair Yoder moved to open the architectural registration examination eligibility period without an ending date based on the Board's previous decision based on the its

knowledge and intention to change its Rules to follow the National Council of Architectural Registration Boards (NCARB) “Rolling Clock.” Mr. Cirillo seconded. Motion approved by all members present.

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(2) GERALD, Julia A. - Vice-Chair Yoder moved to open the architectural registration examination eligibility period without an ending date based on the Board’s previous decision based on the its knowledge and intention to change its Rules to follow the National Council of Architectural Registration Boards (NCARB) “Rolling Clock.” Mr. Cirillo seconded. Motion approved by all members present.

(3) Vice-Chair Yoder moved that this item be removed from the agenda based on the Board’s previous decision at this meeting to open up the eligibility period now for all architectural registration examination (ARE) candidates with the knowledge that it is the Board’s intention to change its Rules to follow the National Council of Architectural Registration Boards (NCARB) “Rolling Clock”. Ms. Feibelman seconded. Motion approved.

CERTIFICATES OF AUTHORIZATION APPLICATIONS (See Attached List)

(A) Secretary Carlson moved to approve the applications for Certificates of Authorization for the Sole Proprietorships for Margo Bury Architect; Lew Ellis, Architect; John R. Freeman, AIA; and David

Hiatt as submitted. Mr. Cirillo seconded. Motion approved by all members present.

(B) Secretary Carlson moved to approve the application for Certificate of Authorization for the Sole Proprietorship for Edgewater Group – Architects pending knowledge from the firm that there is more than one architect in the firm, and if not, the name has to be changed. Ms. Feibelman seconded. Motion approved by all members present.

(C) Secretary Carlson moved to approve the application for Certificate of Authorization for the Corporations for BL Companies New England, Inc. for a change in responsible charge; Carter & Burgess Consultants, Inc. for a change in the business structure to add Mr. Howell A. Gordy; Francis Cauffman Foley Hoffman, Architects, Ltd.; Christopher Hall Architect, Inc.; Handlin, Garrahan, Zachos & Associates; Hellmuth, Obata and Kassabaum, P.C. for a change in business structure to add Mr. Richard A. Winokur; HS & P, Inc. for a name change from Hoskins Scott & Partners, Inc.; UK Architects, PC as submitted. Vice-Chair Yoder seconded. Motion approved by all members present.

(D) Secretary Carlson moved to approve the renewal of the application for Certificate of Authorization for the Sole Proprietorship for Paul G. Fermano as submitted and the twenty-five correction fee will be deposited. Vice-Chair Yoder seconded. Motion approved by all members present.

(E) Secretary Carlson moved to approve the renewal of the application for Certificate of Authorization for the Corporation for AG Architecture, Inc. and also to renew the individual registration for Eugene R. Guskowski, #2421. The Board will notify Mr. Guskowski that his Rhode Island registration #2421 will be renewed upon receipt of a renewal application and will also notify Mr. Guskowski that his renewal fee will be waived based on miscommunications. Vice-Chair Yoder seconded. Motion approved by all members present.

(F) Secretary Carlson moved to approve the renewal of the application for Certificate of Authorization for the Corporation for New England Construction Company as submitted. Vice-Chair Yoder seconded. Motion approved by all members present.

ADJOURNMENT

Chair Newbrook informed the Board that the next Board meeting is scheduled for January 17, 2007 at 3:30 p.m. at One Capitol Hill, Conference Room B, Providence, RI 02908. Secretary Carlson moved to adjourn the meeting at 6:26 p.m. Ms. Feibelman seconded. Motion approved by all members present.

Respectfully submitted,

James R. Carlson, NCARB, AIA

Secretary

JRC/dmb

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C. O. A. APPLICATIONS

Board Meeting of 17 JANUARY 2007

SOLES

MARGO BURY ARCHITECT - 0 - APPROVED – 01/17/07

APPROVED – 01/17/07 – PENDING KNOWLEDGE

FROM THE FIRM THAT THERE IS MORE THAN

ONE ARCHITECT IN THE FIRM, AND IF NOT, THE

NAME HAS TO BE CHANGED.

EDGEWATER GROUP - ARCHITECTS \$100. *THE WORD

“ARCHITECTS” WAS REMOVED.

LEW ELLIS, ARCHITECT - 0 - APPROVED – 01/17/07

JOHN R. FREEMAN, AIA \$100. APPROVED – 01/17/07

DAVID W. HIATT - 0 - APPROVED – 01/17/07

CORPORATIONS

BL COMPANIES NEW ENGLAND, INC. - 0 - APPROVED – 01/17/07

A-14,363 – Change in Responsible Charge

**CARTER & BURGESS CONSULTANTS, INC. - 0 – APPROVED –
01/17/07**

**A-14,207 – Change in Resp. Charge and Business Structure – added
Howell A. Gordy**

**FRANCIS CAUFFMAN FOLEY HOFFMAN,
ARCHITECTS LTD. \$100. APPROVED – 01/17/07**

CHRISTOPHER HALL ARCHITECT, INC. \$100. APPROVED – 01/17/07

**HANDLIN, GARRAHAN, ZACHOS & ASSOC. \$100. APPROVED –
01/17/07**

HELLMUTH, OBATA & KASSABAUM, P.C. - 0 – APPROVED – 01/17/07
A-14,167 – Change in Business Structure – added Richard A. Winokur

HS & P, INC. \$50. APPROVED – 01/17/07

A-14,334 – Name change from: Hoskins Scott & Partners Inc.

UK ARCHITECTS, PC \$100. APPROVED – 01/17/07

RENEWALS

**PAUL G. FERMANO APPROVED – 01/17/07 – CORRECTION FEE
WILL**

**COA#A-10,200 - See letter dated 12/28/06 regarding BE DEPOSITED.
wording on application.**

AG ARCHITECTURE, INC. APPROVED – 01/17/07

**A-14,133 – RI License for Architect in Responsible Control RENEWAL
FOR RI REGISTERED ARCHITECT WILL BE**

**Lapsed in 2003 RENEWED TO BRING EUGENE R. GUSZKOWSKI'S
Requesting exception from Reinstating through NCARB RI
REGISTRATION UP-TO-DATE UP RECEIPT OF A .
due to Miscommunication RENEWAL APPLICATION.**

NEW ENGLAND CONSTRUCTION CO. \$100. APPROVED – 01/17/07

A-14,204 – Renewal and Change in Responsible Charge

01/17/07