

# **BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

## **MINUTES OF THE MEETING OF THE BOARD**

**DATE 20 July 2011**

**PLACE 1511 Pontiac Avenue, Building 69-2 Conference Room,  
Cranston, RI**

**MEMBERS PRESENT Chairman John Carter, Vice Chair Sara  
Bradford, Secretary Pilz, Board Member Michael Dowhan**

**MEMBERS ABSENT Scott Millar**

**OTHERS PRESENT Ms. Christina M. Styron, Administrative  
Assistant**

**Mrs. Lois A. Marshall, Administrative Assistant**

**Mr. Brian J. Riggs, DBR Department Budget Administrator**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:28  
PM.**

**Call to Order**

**AGENDA ITEM 2 Secretary Pilz made a motion, seconded by**

**Chairman Carter, to approve the Approval of Minutes Regular and Executive Session minutes of the 15 June 2011 meeting. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**

**AGENDA ITEM 3 Because of the nature of the following items, Chairman Carter made a Executive Session motion, seconded by Vice Chair Bradford, to hold an Executive Session according to Section 42-46-5a of the Rhode Island General Laws, for sessions or work sessions pertaining to collective bargaining or litigation under Section 42-46-5(a)(2) and for investigative proceedings regarding allegations of civil or criminal misconduct under Section 42-46-5(a)(4) and the motion was passed at 2:30 PM; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**

**Chairman Carter made a motion, seconded by Secretary Pilz, to seal the executive session and record the votes taken in executive session pursuant to RIGL §42-46-4 and §42-46-5. The motion was**

passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.

Chairman Carter made a motion, seconded by Secretary Pilz, 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). The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.

### **Record of Votes Taken in Executive Session**

**Executive Agenda Item #3.1. – No votes were taken.**

**Executive Agenda Item #3.2. – No votes were taken.**

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**Executive Agenda Item #3.3. Any other executive session matters - Chairman Carter made a motion, seconded by Secretary Pilz, to send a closure letter to Hali Beckman regarding the previous matter which was closed on 25 May 2011. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**

**Adjournment - Chairman Carter made a motion, seconded by Secretary Pilz, to come out of Executive Session and reconvene to an open meeting pursuant to RIGL §42-46-4 at 2:48. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**

**In Executive Session open matters (2), there were 0 votes taken. In Executive Session closed matters, there was one vote taken.**

**End of record of votes taken in Executive Session**

**AGENDA ITEM 4 1. E-mail from CLARB regarding September 2012 exam structure changes was Correspondence received.**

**2. A letter regarding her exam cancellation from Jessica Leete was received.**

**3. CLARB July 2011 Member Board E-News was received.**

**4. CLARB June 2011 Member Board E-News was received.**

**5. RIASLA Newsletter was received.**

**6. The ballot submitted by Secretary Pilz to the 2012 CLARB Committee on Nominations was received.**

## **AGENDA ITEM 5 a. Rules & Regulations**

### **Old Business**

**The Board held a productive workshop today prior to this meeting. We will schedule another workshop prior to the regular meeting in September.**

### **b. Legislation**

**There were no legislation updates.**

### **c. Miscellaneous**

#### **1. New England Landscape**

**We have still not received a response from this firm. We will send a final letter to them advising them to be more cautious regarding the**

**use of the terms “design and commercial” in their advertising and this will no longer appear as an agenda item.**

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**AGENDA ITEM 6 a. Miscellaneous**

**New Business**

**1. Informational Bulletin**

**The Board will continue to work on drafting a new Informational Bulletin to Cities and Towns.**

**2. Election of Officers**

**Mr. Dowhan made a motion, seconded by Secretary Pilz, made a motion, seconded by Secretary Pilz to maintain the current officers; John Carter, Chairman, Sara Bradford, Vice Chair and Steven Pilz, Secretary. The motion was passed; four in favor. Voting in favor**

were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.

3. Vice Chair Bradford brought a copy of CRMC's list of RI Certified Coastal Invasive Managers to the Board's attention. The Board instructed Ms. Styron to obtain a copy of CRMC's application to see if it asks the applicants to list their profession. We will also contact Kate Venturini of URI regarding this list and inform her of the people listed who are not registered.

#### 4. RI State Exam Results

Vice Chair Bradford presented the scores to the Board; five (5) candidates passed, three (3) candidates failed. Secretary Pilz made a motion, seconded by Chairman Carter, to accept the scores as presented. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.

b. The next Board meeting will be scheduled for 28 September 2011.

#### AGENDA ITEM 7 LA applications

##### Applications—LA & COA

Attorney DeQuattro rendered a legal opinion on two pending reciprocity candidates' applications.

**Richard Sheridan and Jerry vanEyck**

**Secretary Pilz made a motion, seconded by Vice Chair Bradford, to deny Mr. Sheridan's and Mr. vanEyck's application for registration because they do not meet the requirements of RIGL 5-51-4 and 5-51-7.**

**The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, and Mr. Dowhan. Mr. Millar was not present.**

**Michael Weremay, former license #135, request for reinstatement**

**Mr. Weremay submitted a renewal application and fees. The Board instructed Ms. Styron to ask Mr. Weremay to submit three (3) examples of work performed during the lapsed period of July 2007 to present.**

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**COA applications**

**The Board reviewed the following initial Corporation/LLC COA applications:**

**Anjali Joshi Design, LLC listing Anjali Joshi in responsible charge**

**Chairman Carter made a motion, seconded by Mr. Dowhan, to approve the above listed COA applications pending receipt of a Certificate of Good Standing from the RI Secretary of State. The motion was passed; four in favor. Voting in favor were Chairman Carter, Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**

**AGENDA ITEM 8 Secretary Pilz made a motion, seconded by Chairman Carter, to adjourn at 3:58 Adjournment PM. The motion was passed; four in favor. Voting in favor were Chairman Carter,**

**Vice Chair Bradford, Secretary Pilz, Mr. Dowhan. Mr. Millar was not present.**



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