

BOARD OF LICENSURE FOR LANDSCAPE ARCHITECTS MINUTES

A meeting of the Landscape Architects Board was held Wednesday, March 9, 2022, at 9:00 a.m. The meeting was held at 7 Eagle Square. The public could join in-person as well as via teleconference.

Present Board Members: Greg Grigsby, Katie Weiss and Leo Urban.

Also present from OPLC: Board Administrators Bobbie Mayo and Marla Pike.

- 1. Call to order** – The meeting was called to order at 9:09 a.m. by Board Member Urban.
- 2. Reading of the minutes of the November 10, 2021, meeting** – Board Member Weiss made a motion to approve the minutes from the November 10, 2021. Board Member Grigsby seconded the motion. The motion passed by vote of all eligible members.
- 3. Interview/meeting** – None.
- 4. Reading of Communications-**
 - a. Standing Order RSA 310-A:140 – The Board discussed the Standing Order RSA 310-A:140 as it is regarding to someone with a bounced check that was used to pay for their license fees. If the Licensee does not return a payment with added fees, they will have a letter sent to them by Enforcement and an official complaint will be filed against them as well.
A motion was made to have the Standing Order signed by Board Member Weiss and seconded by Board Member Grigsby.
- 5. Reading and Consideration of Applications** –
 - a. LARE Applicants - None.
 - b. DTS Applicants - None.
 - c. CLARD Applicants - None.
- 6. Reaffirmation of CLARB Applicants licensed since November 10, 2021** – Board Member Greg Grigsby made a motion which was seconded by Board Member Leo Urban to reaffirm the following licensees. The motion passed unanimously by roll call vote.

<u>Name</u>	<u>License Number</u>	<u>Residence</u>
Kalie E. Maggio	#00201	Centereach, NY
Thu Ngan Ngoc Han	#00202	Salem, MA
Andrew J. Gutterman	#00203	Belmont, MA
Nicholas A. Campanelli	#00204	Tolland, CT

7. New Business –

- a. Suggested Administrative Rule Changes- Proposed Rules – Staff Member Tina Kelley joined the meeting and reviewed the requested changes from the December 2 meeting. The Commissioners read through each rule giving additional suggested changes. During the review there were several significant edits made to the proposal. The Commission then reviewed the forms prepared by staff; numerous edits were requested. Staff Member Tina Kelley will make the requested edits and the Commission will review and vote on at their next meeting. Tina Kelley informed the Commission that once they vote to send the initial draft to JLCAR then the document will become public, and they can schedule a rules hearing.
- b. Enforcement Complaint Process- The new process to file a complaint with Enforcement was distributed to the board for them to review.
- c. Letter of Delegate Credentials for the April 2022 Special Meeting- The letter for the ability to participate in the April CLARB Special Meeting was distributed to the Board, some of the meeting is paid for by CLARB.
- d. 2022 Audit Update for the Landscape Architects – All Landscape Architects audited have passed.
- e. Next meeting: ***Wednesday, July 13, 2022, at 9:00 a.m.***

8. Adjournment – Board Member Urban made a motion to adjourn the meeting at 11:02 a.m. Board Member Weiss seconded the motion. The motion passed unanimously.