

January 10, 2017

**BOARD OF LICENSURE FOR LAND SURVEYORS  
MINUTES**

There was a meeting of the Board of Licensure for Land Surveyors on January 10, 2017. Chairperson Doucet called the meeting to order at 9:00 a.m. Also present were Board members Bond, McEneaney and Wichert. Sweeney was not present. Administrative staff present was Director Linda Capuchino and Program Specialist III, Donna Lobdell.

**1. Acceptance of Agenda** – Moved, seconded and voted to accept the agenda as submitted.

**2. Interview/meeting** – 9:30 Dennis McKinney requested time to discuss complaint procedures with the board, also present was James Bibbo, III, Cynthia Boisvert, Dave Collier, Wayne McCutcheon, Claire James, Joshua Manning and Delbert Harris, III.

**3. Reading of the minutes of the November 1, 2016 meeting** – Moved, seconded and voted to accept as written.

**4. Communications – General** –

- a. Received email from Thomas Orisich, NE Zone nomination committee chair asking for nominations for the positions of President Elect, Zone Vice President and Assistant Zone Vice President-Noted
- b. Rec'd letter from James Purcell requesting support for his nomination as President-Elect of the NCEES at the Northeast Zone meeting in April 2017.-Noted
- c. Received email from Skip Harclerode II, PE seeking board endorsement for NCEES President Elect- Noted

**5. Communications – Board Action** –

- a. Received letter from Skip Harclerode requesting nominations for the NCEES Northeast Zone Distinguished Service Award-Noted.
- b. Received notification of the 2017 Northeast/Southern Zone Joint Interim Meeting April 27, 28 and 29<sup>th</sup> along with the required funded delegate forms-Doucet, Wichert and Lobdell to attend.

**6. Applications** –

- a. NHL Applicant-  
Appl #17-05 Randall P. Otis- To board member for review.

**7. Unfinished Business** –

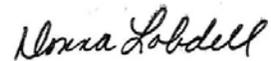
- a. Administrative rules Lan, 103.07, Lan 217, Lan 300-500-Chairperson Doucet signed documents for the rules to go into effect.

**8. New Business** –

- a. Review of the exam committee charter- Discussion about term limits for exam committee members appointed per jurisdiction of the Board.
- b. Public relations between Board members and the public- Discussion about the Do's and Don't's for Board Members when relating to the public; concerns discussed by public attendees regarding the complaint and investigative processes.
- c. Date and time of next meeting – **March 15, 2017**

**9. Adjournment** – 11:35 a.m.

Respectfully Submitted,



Donna Lobdell  
Program Specialist III