

BOARD OF LICENSURE FOR FORESTER MINUTES

There was a meeting of the Board of Foresters on May 25, 2022. Board Chair Steve Roberge called the meeting to order at 10:03 a.m. Also present were Board members Richard Roy, Patrick Kenney, Patrick Hackley, Ann Davis and Colleen O'Neill. Present from OPLC were Board Administrators Bobbie Mayo, Dawn Couture and Marla Pike.

1. **Approval of Minutes** – Richard Roy made a motion to approve the minutes from April 26, 2022, Board meeting. Colleen O'Neill seconded the motion, motion passed 4-0. Board Members Ann Davis and Patrick Hackley abstained.

2. **Interview/meeting** –
 - a. Staff member Tina Kelley joined the meeting. The Board reviewed rules FOR 300 through 500 and suggested changes. Tina Kelley will make the suggested edits for the Board review and approval at the July 12, 2022, meeting.
 - b. Waiver of Substantive Rules- Staff explained the purpose of the waiver and it's suggested location with the rules. The Board agreed that this would be a good addition to the administrative rules and will be added to the suggested changes.

3. **New Business** – None

4. **Reading of Communications** –
 - a. Sherman R. Small - Self Reported Disciplinary Action – The Board reviewed the explanation Mr. Small submitted for answering yes to questions 1 on the renewal which asks if you have had any legal judgements brought against you. Mr. Small explained the legal judgement and the Board noted Mr. Small's submission.
 - b. Jessica Kallipolites – Memo on Enforcement process – The Board reviewed the new process to file a complaint with Enforcement, the Board noted the new process.
 - c. Lindsey Courtney – Administrative Law Training – The Board asked if the Administrative Law Training was mandatory, Bobbie Mayo explained that it was not at this time, but it will become mandatory in the near future. The Board noted that they will need to take the Administrative Law Training soon.

5. **Reading and Consideration of Applications** - None

6. **Unfinished Business** – None

7. **Non- Public Session** –

a. NON-PUBLIC SESSION OPENED - Upon the motion of Colleen O’Neill and the second of Richard Roy the Board, by roll call vote, voted to conduct a non-public session at 11:13 a.m. Such a non-public session is authorized by RSA 91-A:3, II(j), RSA 91-A:5, IV, Lodge v. Knowlton, 118 N.H.574(1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by unanimous vote of all members present.

b. NON-PUBLIC MINUTES SEALED – On an appropriate motion by Board Member Colleen O’Neill and seconded by Board Member Ann Davis, by roll call voted to seal the minutes of the non-public session from public disclosure pursuant to RSA 91-A:3, III(c), on the grounds that public disclosure would likely affect adversely the reputation of licensees, accredited individuals, institutions, or organizations, or persons charged with practicing unlawful brokerage activity, RSA 91-A:5, IV, Lodge v. Knowlton, 118 N.H. 574 (1978), and the Commission’s executive and deliberative privileges. The motion passed with each member recording his or her vote on the motion.

c. PUBLIC MEETING RECONVENED – At 11:26 a.m. an appropriate motion was made by Board Member Colleen O’Neill and seconded by Board Member Ann Davis, and the Board unanimously voted by roll call, to reconvene the public meeting.

8. **Adjournment** – Colleen O’Neill made a motion to adjourn at 11:53 a.m. Ann Davis seconded; the motion passed unanimously with a roll call vote.