

**COMMONWEALTH OF MASSACHUSETTS  
BOARD OF REGISTRATION OF ARCHITECTS**

**MINUTES OF THE JANUARY 26, 2021 OPEN PUBLIC MEETING**

**A regularly scheduled open public meeting of the Massachusetts Board of Registration of Architects (“the Board”) was held via Conference Call due to Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.**

**Board Members Present:**

John Pesa, Chair  
Holly Cratsley, Secretary  
Aelan Tierney, Member  
Rachael Pauze, Public Member

**DPL Staff Present at various times during the telephone meeting:**

Matthew Keigan, Executive Director  
Lynn Read, Legal Counsel

1. Meeting was called to order @ 9:06 a.m. by J. Pesa. J. Pesa confirmed attendance of Board members by roll call to ensure quorum.  
A. Tierney - Aye  
H. Cratsley – Aye  
J. Pesa – Aye  
R. Pauze – Aye
  
2. The Board reviewed the public meeting minutes from the Architect Board Meeting held on November 24, 2020. A MOTION was made by A. Tierney, second by H. Cratsley, to approve the minutes with an added line to cite the adjournment of the meeting. The Chair called for a Roll Call Vote:  
  
H. Cratsley– Aye  
A. Tierney– Aye  
J. Pesa – Aye  
R. Pauze - Aye  
  
The Motion passed.
  
- 3: The Board held an election of officers.

A MOTION was made by A. Tierney, second by H. Cratsley, to have John Pesa to continue to serve as Chair. The Chair called for a Roll Call Vote.

H. Cratsley– Aye  
A. Tierney– Aye  
J. Pesa – Aye  
R. Pauze - Aye

The Motion passed.

A MOTION was made by A. Tierney, second by R Pauze, to have Holly Cratsley serve as Vice-Chair. The Chair called for a Roll Call Vote

R. Pauze - Aye  
A. Tierney– Aye  
J. Pesa – Aye  
H. Cratsley– Aye

The Motion passed.

A MOTION was made by R. Pauze, second by H. Cratsley, to have A Tierney serve as Secretary. The Chair called for a Roll Call Vote:

R. Pauze - Aye  
J. Pesa – Aye  
H. Cratsley– Aye  
A. Tierney– Aye

The Motion passed.

3. The Board reviewed a request from initials F.C. to move their exam jurisdiction from New York to Massachusetts. This individual does not hold a degree accredited by NAAB or CACB. NCARB is seeking an opinion from the Board whether this person change their initial exam jurisdiction to Massachusetts based on the review of the transcripts and work experience provided. After reviewing the documents provided, the Board discussed and considered the request made by the candidate.

A MOTION was made by R. Pauze, second by Aelan Tierney, to recommend the candidate explore licensure in Massachusetts by either reciprocity through New York or through the NCARB alternative path option. The Chair called for a Roll Call Vote:

H. Cratsley – Aye  
R. Pauze – Aye  
J. Pesa – Aye  
A. Tierney – Aye

4. The Board discussed the “Professional Practice, A Guide to the Practice of Architecture, Engineering, and Land Surveying in Massachusetts.” Lynn Read presented the edits to the document discussed by the Board in the November Board meeting. The Board reviewed the document again and requested some minor edits.

A MOTION was made by J. Pesa, second by A. Tierney, to present the document to the Engineering Board with the edits made by the Architect Board. The Chair called for a Roll Call Vote.

A. Tierney – Aye  
H. Cratsley– Aye  
J. Pesa – Aye  
R. Pauze- Aye

The Motion passed.

5. John Pesa announced that the next Board meeting will be held on March 30, 2021.

6. Items Not Reasonably Anticipated: The Board briefly discussed digital stamps. The Board would like to start working on a policy that addresses the use of the digital stamp and asked the staff to place the matter on the Board’s agenda.

7. A MOTION was made by J. Pesa, second by H. Cratsley, to move into closed **Investigative Conference pursuant to G.L. c. 112, § 65C**. The Chair announced that the Open Meeting would not resume. The Chair called for a Roll Call Vote:

A. Tierney – Aye  
H. Cratsley– Aye  
J. Pesa – Aye  
R. Pauze – Aye

The Motion Passed.

Report of actions taken in Investigative Conference:

- 2020-001034-IT-ENF Forwarded to Prosecution
- 2020-001039-IT-ENF Forwarded to Prosecution
- 2020-001050-IT-ENF Forwarded to Prosecution
- 2020-001071-IT-ENF Forwarded to Prosecution

- 2020-001088-IT-ENF Forwarded to Prosecution
- 2020-001185-IT-ENF Forwarded to Prosecution

Respectfully submitted,

*Matthew Keigan*

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Matthew Keigan  
Executive Director

Documents used in public session:

- Agenda for the January 26, 2021 open meeting
- Draft Minutes of the November 24, 2020 open meeting
- Supporting documentation for the FC exam jurisdiction change request
- Draft Professional Practice, A Guide to the Practice of Architecture, Engineering, and Land Surveying in Massachusetts