

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

MINUTES OF THE SEPTEMBER 20, 2018 OPEN PUBLIC MEETING

A regularly scheduled open public meeting of the Massachusetts Board of Registration of Architects ("the Board") was held on September 20, 2018 at 1000 Washington Street, 7th Floor Conference Room, Boston, MA.

Board Members Present:

John Pesa, Member
Rachael Pauze, Public Member
Holly Cratsley, Member

Members of the Public:

Board Members Absent:

Pip Lewis, Member

DPL Staff Present at various times during the meeting:

Clinton Dick, Executive Director
Bruce Hopper, Legal Counsel
Eric Funk, Licensure Specialist
Seth Henderson, Prosecuting Counsel

1. Call to Order:

Meeting was called to order at 11:08 a.m. by J. Pesa.

2. Topic: Building Emergency Exit Procedures Announcement

J. Pesa advised all present of the procedures for exiting the building in the event of an emergency.

3. Topic: Board Review and Acceptance of the April 11, 2018 Open Public Session meeting minutes.

Discussion:

Draft Minutes of the April 11, 2018 Open Public Session meeting were reviewed.

Action:

A motion was made by J. Pesa, seconded by R. Pauze, to accept the meeting minutes for April 11, 2018 with a minor amendment. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, H. Cratsley, and R. Pauze; Members opposed: None; The motion passed with a vote of 3-0.

4. Topic: Board Member Composition

Discussion:

C. Dick welcomed new Board member Holly Cratsley.

5. Topic: NCARB Chair/Member Board Executive Meeting

Discussion:

C. Dick advised the Board members of the upcoming meeting and requested that they notify him of their plan to attend so that the proper travel paperwork could be submitted for approval before the deadline.

J. Pesa indicated that he would be attending the meeting for the first time and encouraged all other member to do so if their schedules permitted. For the benefit of the newest member, he provided a brief overview of the purpose of such meetings and the opportunities available for members to join the various committees that NCARB offers on a wide range of topics.

H. Cratsley informed the Board that NCARB had contacted her for a telephonic interview that would be taking place in the coming weeks.

6. Topic: Review of Renewal Attestation of License 50789-AR

Discussion:

C. Dick advised all present that the matter could be discussed in open session as it was administrative in nature, not executive action.

C. Dick advised the Board that Licensee 50789 had undergone brain surgery and requested a waiver from the CEU requirement.

Action:

A motion was made by J. Pesa to take no action in the matter. R. Pauze seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: H. Cratsley, J. Pesa, and R. Pauze; Members opposed: None; The motion passed with a vote of 3-0.

7. Topic: Review of Renewal Attestation of License 6709-AR

Discussion:

C. Dick advised all present that the matter could be discussed in open session as it was administrative in nature, not executive action.

C. Dick advised the Board that Licensee 6709 had self-reported discipline in WI for not having a Certificate of Authority in Oklahoma and discipline in Mississippi for unlicensed practice.

Action:

A motion was made by J. Pesa to take no action in the matter. R. Pauze seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: H. Cratsley, J. Pesa, and R. Pauze; Members opposed: None; The motion passed with a vote of 3-0.

8. Review of CEUs submitted by Licensee 9079-AR

Discussion:

C. Dick advised all present that the matter could be discussed in open session as it was administrative in nature, not executive action.

C. Dick provided a copy of the CEU submission from Licensee 9079 seeking approval from the Board for attending a seminar.

J. Pesa and H. Cratsley both agreed that the seminar topic meets the HSW requirements to be accepted by the Board.

Action:

A motion was made by J. Pesa to accept the CEUs as submitted. H. Cratsley seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: R. Pauze, J. Pesa, and H. Cratsley; Members opposed: None; The motion passed with a vote of 3-0.

9. Topic: Closed Quasi-Judicial session pursuant to G.L. c. 30A, §18 to discuss Final Decision and Order in AR-20160613AR033-IT-ENF

Action:

At 11:46 a.m., J. Pesa moved, seconded by H. Cratsley, to suspend the public meeting and enter into closed quasi-judicial session under G.L. c. 30A, §18 to discuss the final decision and order in AR-20160613AR033-IT-ENF. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, R. Pauze, and H. Cratsley; Members opposed: None; The motion passed with a vote of 3-0.

10. Topic: Executive Session pursuant to G.L. c. 30A, §21(a) (1) to discuss character, rather than competency of Applicant M.H.

At 11:55 a.m., J. Pesa moved, seconded by R. Pauze, to go from closed quasi-judicial session and enter into closed executive session under G.L. c. 30A, §21(a) (1) to discuss the character, rather than the competency of licensee M. H., and pursuant to G.L. c. 30A, § 21(a)(7) for the purpose of complying with or exercising the Board's authority under G.L. C. 66, § 10; G.L. c. 4 § 7 para. 26(a) & (c) and G.L. c. 6, s. 172. A roll call vote was taken. Roll call vote: Members in Favor: R. Pauze, H. Cratsley, and J. Pesa; Members opposed: None; Motion passed with a vote of 3-0. The Chair stated that he expected to be in Executive Session for approximately ten minutes.

Open Session resumed at 12:12 p.m.

11. Topic: Reinstatement Applications

Discussion:

Applications reviewed by the Board:

- Frank Caliri, License No. 10742-AR-AR
- Theodore Hammer, License No. 8717-AR-R
- David Gamble, License No. 20385-AR-AR
- Nicole C. Klemen, License No. 50172-AR-AR
- Jeffrey Lykins, License No. 30229-AR-R
- Stephen Santucci, License No. 10522-AR-R
- Mark Stettler, License No. 20311-AR-AR

Action:

A motion was made by J. Pesa to accept the application for Caliri. H. Cratsley seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: R. Pauze, H. Cratsley, and J. Pesa; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by R. Pauze to accept the application for Hammer. H. Cratsley seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, H. Cratsley, and R. Pauze; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by P. Lewis to accept the application for Gamble pending confirmation of CE hours. S. Dillard seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, S. Dillard, and P. Lewis; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by P. Lewis to table the application for Klemen and to open an investigation to collect more information. J. Pesa seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, S. Dillard, and P. Lewis; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by J. Pesa to accept the application for Lykins. R. Pauze seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: H. Cratsley, R. Pauze, and J. Pesa; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by R. Pauze to accept the application for Santucci. H. Cratsley seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, H. Cratsley, and R. Pauze; Members opposed: None. The motion passed with a vote of 3-0.

A motion was made by H. Cratsley to accept the application for Stettler. R. Pauze seconded the motion. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, R. Pauze, and H. Cratsley; Members opposed: None. The motion passed with a vote of 3-0.

12. Topic: Closed Investigative Conference

Action:

At 1:40 p.m., R. Pauze moved, seconded by J. Pesa, to go from open session and enter into closed investigative session under G.L. c. 112, § 65C to discuss an investigative matter(s) with prosecuting counsel. A roll call vote was taken. Roll call vote: Members in Favor: J. Pesa, H. Cratsley, and R. Pauze; Members opposed: None; The motion passed with a vote of 3-0.

Report of actions taken in Investigative Conference:

- 2018-000234-IT-ENF: Refer to the Office of Prosecutions
- 2018-000615-IT-ENF: Refer to the Office of Prosecutions
- 20150702AR001-IT-ENF: Dismiss
- 20150706AR005-IT-ENF: Dismiss
- 2017-001235-IT-ENF: Guidance Provided to Prosecuting Counsel
- 2017-000535-IT-ENF: Investigative Conference; Dismiss

13. Adjournment

A motion was made by J. Pesa, seconded by R. Pauze to adjourn. A roll call vote was taken. Roll call vote: Members in Favor: H. Cratsley, J. Pesa, and R. Pauze; Members opposed: None; The motion passed with a vote of 3-0. Meeting was adjourned at 2:05 p.m.

Respectfully submitted,

X 

Eric Funk
Licensure Specialist

Documents used:

Agenda for the September 20, 2018 meeting
Draft Minutes of the April 11, 2018 meeting
Renewal Attestation of Licensee 50789-AR
Renewal Attestation of License 6709-AR
Reinstatement Application for Licensee 20385-AR
Reinstatement Application for Licensee 50172-AR
Reinstatement Application for Licensee 8717-AR
CEUs submitted by Licensee 9079-AR