



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT Governor

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts  
**Division of Professional Licensure**  
**Board of Registration of Landscape Architects**  
1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF  
CONSUMER AFFAIRS AND  
BUSINESS REGULATION

**LAYLA D'EMILIA**  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

**PUBLIC MEETING MINUTES**

**A regularly scheduled public meeting of the Massachusetts Board of Registration of Landscape Architects ("the Board") was held on September 10, 2020 remotely via GoToMeeting**

1. The **meeting** was called to order by the chair at 10:35 A.M.

**Members Present:**

Pamela Shadley, LA Member, Chair  
Mark Zarrillo, LA Member  
Stacy Roman, LA Member  
Kimberly Drake, LA member  
Marion Pressley, LA member

**Administration Present:**

Charles Kilb, Board Counsel  
Mari Cooney, Executive Director  
Kristin Mitchell, Assoc. Exec. Director  
Tamara Smith, Program Coordinator

---

2. **Administrative report and follow up.**

- a. The Executive Director announced the following Board meeting schedule for 2021:

January 14, 2021  
April 15, 2021  
August 12, 2021  
November 4, 2021

3. **Board Review of the May 21, 2020 open session minutes.**

A MOTION was made by M. Zarrillo seconded by K. Drake and voted unanimously by the Board to accept the Meeting Minutes as submitted.

4. **Update on CLARB related activities.**

Mr. Examine provided a brief report on certain activities mentioning a scheduled annual meeting for September 10. Some of the topics include 2021 Job Task Analysis; Remote Proctoring; Diversity, Equity and Inclusivity; Elections and Leadership Nominations

5. **Address of the Office of Investigations Chief Investigator as available.** No report available.

6. **Applications for Board review.**

a. **Examination**

i. Christian R. Freeman

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

ii. Erin E. Fitch

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

iii. Jessica L. Hamilton

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

iv. Caroline B. Lezon

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

v. William B. Lezon

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

vi. Lauren A. Schunk

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for examination.

b. **Reciprocity**

i. Kenneth C. Farrell

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

ii. Rebecca R. Feigh

Following review of application materials the applicant was recommended as meeting the Board's minimum requirements for reciprocity.

c. **Reinstatement**

iii. Erik J. Bednarek

Following review of application materials the applicant was recommended as meeting the Board's requirements to reinstate without further inspection.

iv. Michael J. Dowhan

Following review of application materials the applicant was recommended as meeting the Board's requirements to reinstate upon submittal of the required references and a statement of whether he has been engaged in the profession in MA during the time in question.

v. Michael S. Nowicki

Following review of application materials the applicant was recommended as meeting the Board's requirements to reinstate upon verification by staff of the business website statement.

By motion of M. Zarrillo, seconded by S. Roman, the board voted unanimously to approve the actions taken on the foregoing applications for licensure as discussed.

**7. Miscellaneous matters not reasonably anticipated by the Chair/Board. – No matters presented**

**8. The chair requested a motion to adjourn**

At 11:10 A.M. a motion was made by K. Drake and seconded by M. Zarrillo and it was so unanimously voted that the meeting be adjourned.

  
\_\_\_\_\_  
Executive Director

3-12-2021  
\_\_\_\_\_  
Date

List of Documents referred to in the open meeting:

Agenda

LA applications

Minutes of the May 21, 2020 meeting