

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF LANDSCAPE ARCHITECTS
January 16, 2020 PUBLIC MEETING MINUTES**

**A regularly scheduled public meeting of the Massachusetts Board of Registration of
Landscape Architects (“the Board”) was held on January 16, 2020 at 1000
Washington Street, Rm 1G, Boston MA**

1. The **meeting** was called to order by the chair at 10:30 A.M.

Members Present:

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

Administration Present:

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

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

- a. The Board discussed the proposed data tables from the application and instructions for uploading with online applications. The Board made amendments for posting and also requested staff put in a ticket to add the question to applicants as to whether they have already taken the LARE and if so to upload the score report.

3. **Board Review of the October 03, 2019 open session minutes.**

A MOTION was made by Mr. Zarrillo, seconded by Ms. Drake and voted unanimously by the Board to accept the Meeting Minutes with Counsel’s amendments.

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

Mr. Zarrillo provided a briefing on a few activities at CLARB but could not comment from a Board member perspective having been rotated out.

5. **Office of Investigations Chief Investigator to address the Board as available.**

6. **Applications for Board review.**

- a. **Examination**

- i. Sara M. Brunelle

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

ii. Terence J. Fitzpatrick

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

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iii. Christopher B. Matthews

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

iv. Jaryd A. McGonagle

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

v. Martin Roura

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

vi. Achan Sookying

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

By motion of Ms. Drake, seconded by Mr. Zarrillo, the board voted unanimously to approve the actions taken on the foregoing applications for licensure by examination as discussed.

b. Reciprocity

i. Abigail P. Adams

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

ii. Sierra L. Bainbridge

Following review of application materials the application was tabled. The applicant did not provide verification of out of state licensure. Applicant will be required to provide a narrative of professional practice and license verifications from Maryland and Alabama one being a current license in good standing. The application was tabled.

iii. Tracy L. Chalifoux

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

iv. Thomas E. Moseley

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

v. Fei Peng

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

vi. Gullivar W. Shepard

Following review of application materials the application was recommended to be approved upon obtaining an 80% score on the MA test.

By motion of Ms. Drake, seconded by Ms. Roman, the board voted unanimously to approve the actions taken on the foregoing applications for licensure by reciprocity as discussed.

a. Reinstatement

i. Timothy M. Sheehan

Following review of application materials the applicant was recommended to be allowed to reinstate his license upon obtaining an 80% score on the MA test.

At conclusion the Board continued to item 8

7. Miscellaneous matters not reasonably anticipated by the Chair/Board.

- Counsel reported regarding his recommendations for legislative changes and stated he would try to inquire regarding whether they might be taken into consideration.

8. The chair requested a motion to adjourn

At 12:55 P.M. a motion was made by Mr. Zarrillo and seconded by Ms. Roman and it was so unanimously voted that the meeting be adjourned.

List of Documents referred to in the open meeting:

Agenda

Draft LA license application

Minutes of the October 3, 2019 meeting