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Commonwealth of Massachusetts

**Division of Professional Licensure**  
**Board of Registration of landscape Architects**

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**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 May 21, 2020 remotely via GoToMeeting**

1. The **meeting** was called to order by the chair at 10:32 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:**

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

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

- a. Staff reported briefly regarding the applications updates requested at the last meeting.

3. **Board Review of the January 16, 2020 open session minutes.**

A MOTION was made by Ms. Drake, seconded by Mr. Zarillo and voted unanimously by the Board to accept the Meeting Minutes.

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

CLARB announced pandemic related closures. Reopening TBD

5. **Office of Investigations Chief Investigator to address the Board as available.** Nothing reported

6. **Applications for Board review.**

- a. **Examination**

i. Patrick T. Beals

Following review of application materials it was determined further review would be needed. Counsel to provide direction and staff will notify the applicant.

ii. Gary G. Hon

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

iii. Althea J. Northcross

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

iv. William Q. Smith

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

v. Elizabeth T. Stetson

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

vi. Katherine A. Tooke

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. Clare C. Agre

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

ii. Jonathan Goddard

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. Regina S. Leonard

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

iv. Lawrance M. Lesser

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

v. Tricia L. O'Grady-Howard

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

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.

7. Executive Session pursuant to M.G.L. c. 30A, §21(a)(7) to preserve the confidentiality protections of criminal record information pursuant to (M.G. L. c. 66, § 10; G.L. c. 4 § 7, ¶ 26(a); G.L. c. 6 § 172)

At 11:37 A.M. A motion was made by Ms. Drake to enter executive session for the above-expressed purpose, seconded by Mr. Zarillo. Following a roll call vote, all in favor, the motion passed.

At 11:54 A.M. the Board returned to open session

8. **Miscellaneous matters not reasonably anticipated by the Chair/Board.**

9. **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

LA applications

Minutes of the January 16, 2020 meeting