



CHARLES D. BAKER
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SECRETARY OF HOUSING AND
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Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Registration of Landscape
Architects

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EDWARD A. PALLESCHI
UNDERSECRETARY OF
CONSUMER AFFAIRS AND
BUSINESS REGULATION

LAYLA D'EMILIA
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

Massachusetts Board of Registration of Landscape Architects

February 2, 2023 10:30am

Public Minutes

Members in attendance:

Kimberly Drake, *Chair*
Pamela Shadley, *Member*
Marion Pressley, *Member*
Mark Zarillo, *Member*
Stacy Roman, *Member*

Administrative Staff in attendance:

Lynn Read, *Board Counsel*
Colleen Cavanaugh, *Associate Executive Director*
Kristin Mitchell, *Executive Director*

Call to Order –Kimberly Drake opened the meeting at 10:34 a.m.

A motion was made by Pamela Shadley and seconded by Mark Zarillo to nominate Kimberly Drake for Chair, and it was so

Voted: to elect Kimberly Drake for chairperson

In favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

A motion was made by Kimberly Drake and seconded by Mark Zarillo to nominate Pamela Shadley for vice chairperson and it was so

Voted: to elect Pamela Shadley for vice chairperson

In favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Vote on Minutes

December 1, 2022 public minutes

A motion was made by Mark Zarillo and seconded by Pamela Shadley and it was so

Voted: To approve the above referenced minutes

In favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Reinstatement Process

Application Review

1st time Exam Application

Heather Sullivan

A motion was made by Mark Zarrillo and seconded by Stacy Roman and it was so

Voted: To approve the above applicants to sit for the exam once we receive an the third reference with 10+ years experience .

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Reciprocity Applications

Joanne Gagliano

A motion was made by Marion Pressley and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Sarah Misner

A motion was made by Mark Zarillo and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Jeffrey Wyman

A motion was made by Kimberly Drake and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Lauren Stimson

A motion was made by Kimberly Drake and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Emily Handleman

A motion was made by Kimberly Drake and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Joseph Silvera

A motion was made by Kimberly Drake and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Reinstatement applications

Michael Dowhan

A motion was made by Marion Pressley and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Joshua Millonig

A motion was made by Mark Zarillo and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Melissa McDonald

A motion was made by Mark Zarillo and seconded by Pamela Shadley and it was so

Voted: To approve the above applicant for licensure and board counsel will look into whether an advisory letter can be sent out with a complaint being opened.

In Favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

CLARB report

New leadership was established at the end of last year.

Stacy Roman is resigning from the Board. This is her last meeting. She will forward to Board staff her resignation letter. The Board members thanked her for her service.

At 12:09 p.m. A motion was made by Mark Zarillo and seconded by Pamela Shadley and after roll call it was so

Voted: To end the open meeting

In favor: Marion Presley, Mark Zarillo, Pamela Shadley, Stacy Roman, Kimberly Drake

Respectfully Submitted by:



Kristin Mitchell, Executive Director

5/4/2023

Date

List of Documents referred to in the open meeting:

Agenda

LA applications

Minutes of the February 2, 2023 meeting