



**CHARLES D. BAKER**  
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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

**Massachusetts Board of Registration of Landscape Architects**

**March 11, 2021 10:30 am**

**Public Minutes**

**Members in attendance:**

Pamela Shadley, *Chairman*

Marion Presley, *Member*

Kimberly Drake, *Member*

Mark Zarillo, *Member*

**Administrative Staff in attendance:**

Charles Kilb, *Board Counsel*

Colleen Cavanaugh, *Associate Executive Director*

Shawn Murphy, *Executive Director*

**Public in attendance:**

L. Torre                      James Coletta

Regina                      Yini Chen

**Call to Order** –Pamela Shadley opened the meeting at 10:39 a.m.

**Election of Officers**

**Chair** – A motion was made by Mark Zarillo and seconded by Marion Presley and it was so

Voted: To have Pamela Shadley remain as chair of the board

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

**Secretary** – A motion was made by Pamela Shadley and seconded by Marion Presley and it was so

Voted: To make Kimberly Drake secretary of the board.

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

### **Vote on Minutes**

September 10, 2020 public minutes

A motion was made by Kimberly Drake and seconded by Mark Zarillo and it was so

Voted: To approve the above-referenced open session minutes.

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

### **CLARB Updated:**

Mark Zarillo updated the board that CLARB had their annual meeting in October 2020. They were trying to host a 50<sup>th</sup> anniversary celebration but that has been put on hold due to Covid-19.

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### **Application Review**

#### 1<sup>st</sup> time Exam Applications

Yini Chen – approved

Jessica Choi- approved, pending confirmation of the signature page for Clara Batchelor (verify license)

#### Reciprocity Applications

Leonard Ace Torres- approved

Courtney Goode- approved

#### Reinstatement Applications

Donald Sharp – approved, pending confirmation of approval of exam scores

William Arbaugh – approved, pending confirmation of approval of exam scores

Jon Ouellette – not approved, missing documents – need to submit certificates of good standing from any/all jurisdictions where he holds a license, CLARB certification (if applicable), invite to next board meeting

A motion was made by Mark Zarillo and seconded by Kimberly Drake Marion and it was so

Voted: To approve Yini Chen, Jessica Choi, Leonard Ace Torres, Courtney Goode, Donald Sharp, and William Arbaugh applications as noted above

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

**James Coletta**

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

Voted: To delegation application review for James Coletta to Kimberly Drake

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

**Rachel Guilfoil**

A motion was made by Marion Presley and seconded by Mark Zarillo and it was so

Voted: To delegation application review for Rachel Guilfoil to Pamela Shadley

In favor: Marion Presley, Mark Zarillo, Pamela Shadley

Abstained: Kimberly Drake

**New Business**

BSLA has approached Marion Presley to attend a meeting about Emerging Professionals. The board agreed they should be deferred to CLARB.

Board staff will check on outstanding verifications.

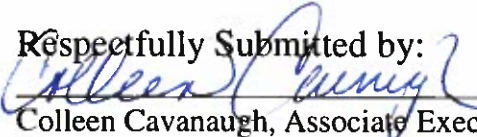
Next Board meeting will be held on the third Thursday in June. June 17, 2021.

At 12:00 p.m. A motion was made by Kimberley Drake and seconded by Mark Zarillo and after roll call it was so

Voted: To end the open meeting

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

Respectfully Submitted by:

  
Colleen Cavanaugh, Associate Executive Director

  
Date

List of Documents referred to in the open meeting:

Agenda

LA applications

Minutes of the March 11, 2021 meeting