



COMMONWEALTH OF MASSACHUSETTS  
**Board of Registration**  
**of**  
**Hazardous Waste Site Cleanup Professionals**

**MINUTES**  
**Of**  
**BOARD MEETING**  
**Held on March 11, 2025**  
[Approved: April 8, 2025]

Meeting Location: **100 Cambridge Street, Boston, MA and remotely via ZOOM**

Prepared by: Terry Wood

**List of Documents Used at the Meeting:**

1. Board Meeting Agenda
2. Draft February 11, 2025 Board Meeting Minutes
3. ARP Docket 1, 2, and 3

1. **Call to Order:** Diane Baxter, Board Chair, called the meeting to order at 12:19 p.m. Present remotely via ZOOM: Gail Batchelder, Kathleen Campbell, Craig Ellis, Kirk Franklin, Gregg McBride, Paul McKinlay, and Deirdre Menoyo. Board members present in the room: David Austin, Diane Baxter and Jamie Smith. Board members absent: None.

Staff members present in the room: Christopher Borges, Notoshia Dix, Matthew Lyne and Terry Wood.

Staff members present remotely via ZOOM: None.

Also present remotely via ZOOM were: Wendy Rundle, LSPA Executive Director; Kristi Lefebvre, LSPA Communications Manager; Brian Roden, Rebecca Buswell and mNancy Fitzpatrick, all from MassDEP; Lori McCarthy; Christopher Gill; and Matthew Kissane.

2. **Announcements:** None.
3. **Agenda:** The Board members agreed to follow the agenda as written.
4. **Minutes:** The Board members reviewed the draft minutes of the meeting held on February 11, 2025. A motion was made and seconded to approve the draft minutes as written. All Board members in attendance voted to approve the draft minutes as written by roll call vote.
5. **Report from Recent Quasi-Judicial Session**

Ms. Baxter read the following report from a recent quasi-judicial session:

**Final Order Complaint re: 05C-07**

At a quasi-judicial session held on January 21, 2025, Ms. Wood informed the Board that the LSP in case 05C-07 had exhausted his appeals and the discipline the Board had previously issued to the LSP could now be imposed. The Board had issued a Final Order in 2019: 1) suspending the LSP's license for one-year; 2) requiring the LSP to obtain 32 hours of continuing education in courses that cover any of the following subject matter areas: hydrogeology, conceptual site modeling, remediation of non-aqueous phase liquid, and risk characterization; and 3) those 32 hours must be in addition to the credits otherwise needed to renew the LSP's license. The LSP had appealed the Board's Final Order to Superior Court. After the Superior Court upheld the Board's decision, the LSP appealed to the Appeals Court. After the Appeals Court upheld the Board's decision, the LSP sought further review by the Supreme Judicial Court. The Supreme Judicial Court denied further review. While the appeals were ongoing, discipline against the LSP was stayed. Ms. Wood stated that, at the time the Final Order was issued in 2019, the LSP was given 30-days-notice before the license suspension was scheduled to begin. She asked the members of the Board who were present whether to now also grant the LSP 30-days-notice of the license suspension. Ms. Batchelder, Ms. Campbell, Mr. Ellis, Mr. McBride, Mr. McKinlay, Ms. Menoyo and Mr. Smith were present remotely. Mr. Austin and Ms. Baxter were present in the room. Mr. Franklin was absent.

After discussion, a motion was made and seconded that the letter to the LSP stating the discipline in the Board's final order would now be imposed would state the one-year license suspension would take effect in thirty days. The motion passed unanimously.

Throughout this discussion, the Respondent LSP's name was kept confidential. Now that this matter has been closed, the LSP's name – James Decoulos -- is being made public.

**Dismissal re: 12C-01**

At the same quasi-judicial session on January 21, 2025, Ms. Wood inquired of the Board whether they wanted to dismiss case 12C-01 that involved the same LSP as case 05C-07. In case 12C-01, the Board issued the LSP an Order to Show Cause in April 2019. The LSP in turn asked for an adjudicatory hearing. While the hearing was pending in February 2020, the hearing officer dismissed the case without prejudice due to the Board missing deadlines. Ms. Wood stated the Board had two options: 1) to seek to restart an appeal, or 2) dismiss the case. She asked of the Board members who were present which option to pursue. Ms. Batchelder, Ms. Campbell, Mr. Ellis, Mr. McBride, Mr. McKinlay, Ms. Menoyo and Mr. Smith were present remotely. Mr. Austin and Ms. Baxter were present in the room. Mr. Franklin was absent.

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After discussion, a motion was made and seconded that the case be dismissed with a warning. The motion passed unanimously.

Throughout this discussion, the Respondent LSP's name was kept confidential. Now that this matter has been closed, the LSP's name – James Decoulos -- is being made public.

6. **Old Business:** None.

7. **Decisions Regarding Licensing of Applicants:**

**A. Application Dockets**

The staff presented the following Application Dockets:

**New Application Docket Number 1**

**ARP Members: Craig Ellis, James Smith, Diane Baxter**

**Recused Members: None**

<b>ID #</b>	<b>Applicant Name/Company Name</b>	<b>ARP #</b>	<b>REC.</b>
<b>8634</b>	<b>Mitchell Wiest-EKI Environment &amp; Water, Inc.</b>	<b>346</b>	<b>A</b>

Mr. Lyne stated that Mr. Wiest was a standard track candidate with 23 years of Total Professional Experience (TPE) and 19 years of Relevant Professional Experience (RPE). He added that Mr. Wiest is a Licensed Environmental Professional in CT and a Professional Geologist in NH. He stated that the ARP felt that the applicant was well qualified, had more than enough RPE and decades of experience.

A motion was made and seconded to accept the recommendation of the ARP. The motion passed unanimously by roll-call vote.

**New Application Docket Number 2**

**ARP Members: Gregg McBride, James Smith, Gail Batchelder**

**Recused Members: None**

<b>ID #</b>	<b>Applicant Name/Company Name</b>	<b>ARP #</b>	<b>REC.</b>
<b>7571</b>	<b>William Brochu-GES</b>	<b>342</b>	<b>A</b>

Mr. Lyne stated that Mr. Brochu was a standard track candidate with 32 years of TPE and more than 5 years of RPE. He added that Mr. Brochu applied in 2001 and was approved to take the exam but he did not sit for it. He stated that the ARP believed Mr. Brochu had a significant amount of TPE and the required five years of RPE. He added that the ARP believed the applicant’s project summaries documented a broad range of activities at retail petroleum sites.

A motion was made and seconded to accept the recommendation of the ARP. The motion passed unanimously by roll-call vote.

**New Application Docket Number 3**

**ARP Members: Kathleen Campbell, James Smith, Craig Ellis**

**Recused Members: Gregg McBride**

ID #	Applicant Name/Company Name	ARP #	REC.
4418	Matthew Steele-GZA	345	A

Mr. Lyne stated that Mr. Steele was a standard track candidate with more than 10 years of TPE and more than five years of RPE. He added that Mr. Steele is a Civil PE in NH. He stated that the ARP believed that Mr. Steele had sufficient RPE and his project descriptions indicated good progression throughout his career.

A motion was made and seconded to accept the recommendation of the ARP. All Board members present voted in support of the motion by roll-call vote with the exception of Mr. McBride who was recused and did not vote.

**8. License Renewals**

**A. Renewal Dockets.** There were no renewal dockets presented at today’s meeting.

**B. Renewal Status Report.** Mr. Lyne reported that 12 LSPs are scheduled to renew by April 30th. One of those LSPs has already submitted their renewal.

**9. Other Licensing Related Matters**

**A. Scheduling of Future Application Review Panels**

Mr. Lyne stated that there are two pending applications that already have ARPs assigned: 1) Matthew Bruno, Whitestone Associates in NJ, #9340, is assigned to ARP

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#344. The ARP has requested one additional professional reference and some additional information from the applicant; 2) Gina Gulseth, SLR Consulting, #9340, is assigned to ARP #347. The ARP is waiting two professional references.

He stated that there were two new applications (Christopher Gill of Whitestone Associates; and Matthew Kissane of Fuss & O’Neill) that need ARPs assigned. Ms. Batchelder, Ms. Baxter and Mr. McKinlay volunteered to serve on the ARP for Christopher Gill. Mr. Ellis, Ms. Menoyo and Mr. Smith volunteered to serve on the ARP for Matthew Kissane.

**B. Set Date for Application Review Subcommittee Meeting**

The members of the application review subcommittee (Ms. Batchelder, Ms. Campbell, Mr. Ellis, Mr. McKinlay and Mr. Smith) scheduled to meet on March 25<sup>th</sup> at 11:00 a.m.

**C. Inactive Status Report**

Ms. Dix reported the Total Number of LSPs on Inactive Status: 2

LSP Number	License Status Date	License Status	Last Name	First Name
7303	July 25, 2023	INACTIVE	Charron	Steve
7416	January 4, 2024	INACTIVE	Connolly	James

**D. Total Number of LSPs on Active Status: 407**

**E. Annual Fees Report:** Ms. Dix reported that final payment reminders were issued on March 4<sup>th</sup>. If payment is not received by April 2<sup>nd</sup>, the LSP’s license will be suspended. She added that, as of today, 402 have paid and 19 are outstanding.

**10. Examinations**

**Examination Committee Report:** Mr. Lyne reported that members of the exam committee met on March 5<sup>th</sup> to continue the technical review of the questions with the psychometrician. They will next meet on March 19<sup>th</sup>.

**11. Continuing Education Committee Report:**

Mr. Austin reported that the Committee met earlier in the day and voted to approve 12 new courses.

**12. Professional Conduct Committee Report:**

Mr. Smith reported that the Committee met earlier in the day and reviewed the active case list.

**13. Regulations:**

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Ms. Wood reported that the package is actively under review by the Executive Office of Energy and Environmental Affairs.

**14. Other Business**

**A. Personnel, Budget and Fees:** Ms. Wood reported she had no new information regarding personnel or the Board budget.

**B. LSP Board Member Vacancies:** Ms. Baxter stated that there is currently an open environmental slot on the Board. She encouraged the current Board members to consider whether they know anyone who might be interested.

**15. Future Meeting:** The Board will next meet on April 8, 2025.

**16. Adjournment:** Ms. Baxter adjourned the meeting at 12:45 p.m.