

**BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS**  
**MINUTES**  
**March 12, 2019**

<b>MEMBERS PRESENT:</b>	<b>STAFF PRESENT:</b>
James Nadeau, Chair Michaeline Mulvey, Complaint Officer David Titcomb Ken Muir, Vice Chair Jay Raitt	Karen Bivins, Administrator Samantha Morgan, Assistant Attorney General Deborah Fales, Office Specialist I Kim Baker, Office Specialist I Cathy Pendergast, Education Coordinator
<b>MEMBERS ABSENT:</b>	
None	

**I. CALL TO ORDER**

The meeting was called to order at 8:32 a.m. by Chairman James Nadeau.

**II. AGENDA MODIFICATIONS AND APPROVAL**

None.

**III. MINUTES REVIEW AND APPROVAL**

A motion was made by Raitt and seconded by Mulvey to approve the minutes of October 23, 2018 as presented. Unanimous.

**IV. OUT-OF-STATE TRAVEL REQUESTS**

A motion was made by Mulvey and seconded by Muir to approve the following travel requests:

- NCEES Central/Northwest Zone Interim Meeting, Portsmouth, NH, May 3-4, 2019(Nadeau, Raitt)
- MALSCE, Leominster, MA, 03/15/2019 – 03/16/2019(Titcomb)
- NCEES Annual Meeting, Washington, D.C., August 14-17, 2019(Nadeau, Raitt)

Unanimous.

**V. COMPLAINT PRESENTATIONS**

**2018-LSU-14666**

A motion was made by Titcomb and seconded by Raitt to dismiss the complaint in case number **2018-LSU-14666**. Muir opposed; Mulvey abstained; Titcomb, Nadeau and Raitt voted in the affirmative. Motion carried.

**2018-LSU-14677**

Raitt recused and left the room.

A motion was made by Titcomb and seconded by Muir to dismiss the complaint in case number **2018-LSU-14677** with a letter of guidance pursuant to Board Rules Chapter 90 Part 1 Section 1.3 regarding contradicting information found in the boundary survey and the mortgage inspection. The letter of guidance is to remain in licensee's file for 2 years. Mulvey abstained; Raitt recused; Nadeau opposed; Titcomb and Muir voted in the affirmative. Motion carried.

Raitt returned to the room.

**2018-LSU-14783**

A motion was made by Raitt and seconded by Muir to dismiss the complaint in case number **2018-LSU-14783** with a letter of guidance pursuant to Board Rules Chapter 90 Part 2 Section 3.4 regarding modification of written confirmation, and 10 MRS §8003-G2 regarding notification to the Board of a change of address. Letter of guidance shall remain in licensee’s file for 1 year. Raitt, Muir, Titcomb, and Nadeau voted in the affirmative; Mulvey abstained. Motion carried.

**2018-LSU-14961**

A motion was made by Titcomb and seconded by Raitt to dismiss the complaint in case number **2018-LSU-14961** with a letter of guidance pursuant to Board Rules Chapter 90 Part 2 Section 3 regarding written confirmation requirements. Letter of guidance shall remain in licensee’s file for 1 year. Raitt, Muir, Titcomb, and Nadeau voted in the affirmative; Mulvey abstained. Motion carried.

**VI. APPLICATIONS**

The Board discussed licensee demographic statistics and concerns regarding the aging population of land surveyors licensed in Maine.

**VII. ADMINISTRATOR’S REPORT**

The administrator updated the Board of pending legislation.

**VIII. PUBLIC COMMENT**

Don Dostie introduced himself as representing the Maine Society of Land Surveyors (MSLS) and discussed outreach opportunities to draw more Maine students into the land surveying profession.

**IX. MEETING SCHEDULE**

Next meeting scheduled for April 23, 2019.

**X. EXECUTIVE SESSION**

A motion was made by Raitt and seconded by Titcomb to enter executive session to review exam questions. Unanimous.

Nadeau left the meeting at 11:29 a.m.

A motion was made by Raitt and seconded by Mulvey to exit the executive session. Unanimous.

**XI. ADJOURNMENT**

Being no further business, the meeting adjourned at 11:45 a.m.