

**BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS**  
**MINUTES OF VIRTUAL MEETING**  
**February 28, 2023**

<b>MEMBERS PRESENT:</b>	<b>STAFF PRESENT:</b>
Jay Raitt, Vice-Chair	Catherine Pendergast, Administrator
Michaeline Mulvey, Complaint Officer	Samantha Morgan, Assistant Attorney General
Shep Sheppard	Elizabeth Moulton, Office Specialist I
	Misty Robinson, Office Specialist I
	Regina Ritchie, Licensing Supervisor
<b>MEMBERS ABSENT:</b>	
James Nadeau	

**I. CALL TO ORDER**

The meeting was called to order at 9:00 a.m. by Vice-Chairman Jay Raitt.

**II. AGENDA MODIFICATIONS AND APPROVAL**

A motion was made by Mulvey and seconded by Sheppard to add the review of a consent agreement into the complaint presentation section of the agenda.

Raitt, Mulvey, and Sheppard voted in the affirmative. Unanimous

**III. MINUTES REVIEW AND APPROVAL**

A motion was made by Mulvey and seconded by Sheppard to approve the minutes of December 20, 2022 as written. Mulvey and Sheppard voted in the affirmative; Raitt abstained. Motion carried.

**IV. ELECTION OF OFFICERS**

A Motion was made by Sheppard and seconded by Mulvey to elect Nadeau as Chair, Raitt as Vice-Chair, and Mulvey and Complaint Officer. Raitt, Mulvey, and Sheppard voted in the affirmative. Unanimous

**V. COMPLAINT PRESENTATIONS**

A. 2022-LSU-18513 and 2022-LSU-18708 – a motion was made by Sheppard and seconded by Mulvey to accept the consent agreement as presented. Raitt, Mulvey, and Sheppard voted in the affirmative. Unanimous

B. Additional Information (MEH) – The Board discussed the additional information provided to the Board for review. The Board took no action on this item.

C. 2022-LSU-18501 – A motion was made by Sheppard and seconded by Raitt to dismiss with a Letter of Guidance pursuant to Chapter 90, Part 2, Section 6, Subsections 2 and 3, Chapter 90, Part 2, Section 4(1)(D), and 10 MRS 8003(5-A)(A)(10). The Letter of Guidance is to remain in the licensee’s file for two years. Raitt and Sheppard voted in the affirmative; Mulvey abstained. Motion carried.

D. 2022-LSU-18798 – A motion was made by Sheppard and seconded by Raitt to dismiss due to insufficient evidence of a violation. Raitt and Sheppard voted in the affirmative; Mulvey abstained. Motion carried.

**VI. APPLICATION REPORTS**

The Board reviewed the November 2022 and December 2022 monthly reports.

**VII. ADMINISTRATOR’S REPORT**

The administrator discussed with the Board the status of the 131<sup>st</sup> Legislative Session as it pertains to this Board. No action was taken.

**VIII. PUBLIC COMMENT**

None.

**IX. MEETING SCHEDULE**

Next regular Board meeting is currently scheduled for April 25, 2023.

**X. ADJOURNMENT**

Being no further business, a motion was made by Mulvey and seconded by Sheppard to adjourn the meeting at 10:03 a.m. Raitt, Mulvey, and Sheppard voted in the affirmative. Unanimous