

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
JUNE 2005 MINUTES

165 CAPITOL AVENUE
HARTFORD, CONNECTICUT 06106

The Connecticut Real Estate Appraisal Commission met on Wednesday, June 8, 2005 at 8:30 a.m. in Room 126 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Commissioners Present: Christopher A. Italia (Cert. Gen. App. – 1st District), Chairman
Francis Buckley, Jr. (Cert. Gen. App. – 2nd District)
Sean Hagearty (Cert. Gen. App. – 2nd District)
Russell Hunter (Public Member – 5th District)
Nicholas J. Tetreault (Cert. Res. App. – 3th District)

Commissioners Absent: Gerald V. Rasmussen (Cert. Gen. App. – 4th District)

Commission Vacancies: 2 Public Members

DCP Staff Present: Richard M. Hurlburt, Director
Elisa Nahas, Principal Attorney
Judith R. Booth, Commission Secretary II

Assistant AG: None

Guest(s): Jim Kyle

Note: The administrative functions of this Commission are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, please contact Director Richard M. Hurlburt at (860) 713-6135.

The next meeting is scheduled for Wednesday, July 13, 2005 at 8:30 a.m. in Room 126.

MINUTES

The Real Estate Appraisal Commission Minutes of May 11, 2005.

A motion was made by Commissioner Nicholas Tetreault to approve the Minutes of May 11, 2005. The motion was seconded by Commissioner Sean Hagearty. The motion carried unanimously.

CORRESPONDENCE

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

The following correspondences were reviewed by the Commission.

1. May 2005 letter from Lynne L. Heiden regarding the ARN Conference scheduled for July 22-24, 2005 in Omaha, Nebraska.

This item was submitted under FYI.

2. May 24, 2005 emailed letter from Harlotte Bolden requesting information on when the Commission will implement the new AQB qualification changes announced early this year.

This item was submitted under FYI.

PENDING CASES

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

Elisa Nahas

2005-1615

2005-1613

2005-1628

2005-1620

2005-1625

Commissioner Russell Hunter made a motion to take no further action for the cases listed above: 2005-1615, 2005-1613, 2005-1628, 2005-1620 and 2005-1625. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried.

Note 1: Commissioner Nicholas Tetreault recused himself from these cases.

Note 2: The Commission expressed needing an understanding of the Department's new procedures for processing complaints and that this issue is addressed at the July 13, 2005 meeting. Principal Attorney Elisa Nahas replied that the issue will be addressed at the July meeting.

COMPLAINTS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

Edward McMahon

None

Tim Keefe

None

REQUESTED BY THE COMMISSION TO APPEAR

None

REQUESTED TO APPEAR BEFORE THE COMMISSION

None

DISCUSSION

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. Proposed language by Laureen Rubino to update the *Connecticut Real Estate Appraisal Certification/Licensing Requirements Summary* sheet.

Commissioner Sean Hagearty made a motion to approve the “CT Real Estate Appraisal Certification/Licensing Requirements Summary” sheet as proposed by Laureen Rubino, and the inclusion of the language proposed by Director Richard Hurlburt. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

REQUESTS FOR CONTINUING EDUCATION CREDIT

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. April 29, 2005 letter from Cindy J. Hightower requesting continuing education credit for successfully completing the *Appraisal I* course.

Commissioner Nicholas Tetreault made a motion to table this request for additional information. Commissioner Russell Hunter seconded the motion. The motion carried unanimously.

Commissioner Sean Hagearty made a motion to rescind the previous motion to table this request and to refer this item to the Connecticut Real Estate Commission. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

2. May 17, 2005 letter from N. R. Benedict, Jr., requesting continuing education credit for successfully completing the *Counselors of Real Estate 2004 Annual Convention*, which the Commission granted for seven hours to his father in April 2005.

Commissioner Nicholas Tetreault made a motion to grant seven hours of continuing education credit for the successful completion of the “2004 Annual Convention” from October 17-20, 2004 in Los Angeles, CA. Commissioner Russell Hunter seconded the motion. The motion carried unanimously.

REQUEST FOR EXTENSIONS, REQUEST TO HOLD OR REQUEST FOR SPECIAL CONSIDERATION

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. April 22, 2005 letter from Eveline Larracuenta requesting an extension of her Provisional license due to medical illness.

Commissioner Russell Hunter made a motion to grant the extension of Ms Larracuenta’s Provisional license to April 30, 2006. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

2. May 25, 2005 letter from Marie Rattet requesting an exam retake for a certified license.

Commissioner Nicholas Tetreault made a motion to grant four additional examination attempts to be completed in August 2005, and if Ms Rattet fails all four examinations she is prohibited to perform real estate appraisal transactions. Additionally, the Commission recommended that Ms Rattet undergo a refresher course. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

REQUEST TO RENDER LICENSE INACTIVE

None

REQUEST FOR WAIVER

Requests for waiver from the new appraisal regulations, Section 20-504-4(j):

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. April 18, 2005 letter from Garry R. Brooke.

Commissioner Russell Hunter made a motion to grant this waiver to December 31, 2005, but Mr. Brooke must comply with the regulation requirement by January 1, 2006. Commissioner Nicholas Tetreault seconded the motion. The motion carried unanimously.

2. May 17, 2005 letter from Michael R. Massa.

Commissioner Russell Hunter made a motion to grant this waiver to December 31, 2005, but Mr. Massa must comply with the regulation requirement by January 1, 2006, and to clarify the Commission's April 13, 2005 letter requesting his "game plan", Mr. Massa is being asked to submit to the Department of Consumer Protection, no later than Friday, July 1, 2005, a letter detailing how he plans to re-structure his office to meet this requirement by providing the name of the provisional licensee and the name of the certified appraiser they are assigned to. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

3. May 23, 2005 letter from Wayne Wright.

Commissioner Francis Buckley, Jr., made a motion to grant this waiver to December 31, 2005, but Mr. Wright must comply with the regulation requirement by January 1, 2006. Additionally, Mr. Wright is to submit to the Department of Consumer Protection, no later than Friday, July 1, 2005, a letter detailing how he plans to re-structure his office to meet this requirement by providing the name of the provisional licensee and the name of the certified appraiser they are assigned to. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

PSI SPECIAL ACCOMMODATION REQUESTS

None

EXTENSION OF ELIGIBILITY – EXAM RETAKE REQUESTS

None

FORMAL HEARING

None

NEW BUSINESS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. The Commission collectively agreed that the Department's licensing staff is capable of approving and denying routine applications, but they still require seeing a list of those who are approved or denied by the staff. The Commission further agreed that the only applications they should review and vote on are those applications that are deemed "problematic" or "questionable" in nature.
2. Chairman Christopher Italia requested that the agenda format is streamlined to match the new application review process.

Commission Secretary Booth replied that she would make any necessary updates.

OLD BUSINESS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. Department of Consumer Protection letter requesting appraisers who were requested to appear before the Commission from 2001-2004 to submit a letter to the Commission on what measures they took to restructure their offices in compliance with Section 20-504-4(j):
 - May 17, 2005 letter sent to the certified sponsoring appraisers
 - Spreadsheet containing the names of the certified sponsoring appraisers contacted
 - Spreadsheet containing the names of those who have not responded to the Department's May 17, 2005 letter

Judith Booth, Commission Secretary II, reported to the Commission that 187 letters were mailed to each certified sponsor requesting them to submit a letter to the Department of Consumer Protection detailing how they plan to restructure their office in compliance with the new regulation requirement, Section 20-504-4(j), and to date 100 responses were received and 87 responses are outstanding. The Commission agreed with the Commission Secretary to submit an updated list in July to see if the number of responses will increase or remain the same.

PREVIOUSLY SUBMITTED APPLICATIONS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

None

CHRO APPLICATIONS

None

PREVIOUSLY LICENSED

None

APPLICATIONS FOR STATE CERTIFIED RESIDENTIAL OR STATE CERTIFIED GENERAL APPRAISERS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

CERTIFIED RESIDENTIAL

1. David S. Parker

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

2. Nicholas Tranquillo

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

3. Roger Sepso

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

4. Joseph Dattilo

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

5. Paul McConville

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

6. Jason Dzilinski

Mr. Dzilinski, who was previously approved by this Commission to sit for the certified residential examination subject to successfully completing an examination preparation course, provided proof to the department staff that he completed the course on March 29, 2005 with James Kyle of the Professional Valuation and Real Estate School. Although Commissioner Nicholas Tetreault made a motion to approve this applicant to sit for the certified residential examination, Commissioner Sean Hagearty seconded the motion and the motion carried unanimously, this item was submitted as an FYI to the Commission by the department staff and no vote was required.

CERTIFIED GENERAL

1. Peter Bates

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

2. Saron Y. Locatell

Commissioner Nicholas Tetreault made a motion to approve this application per the state's recommendation. Commissioner Sean Hagearty seconded the motion. The motion carried unanimously.

PROVISIONAL APPLICATIONS

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

1. Sanya Ahn of Southington, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

2. Erica M. Evans of Farmington, CT

Commissioner Nicholas Tetreault made a motion to deny this applicant due to no proof of the educational requirements. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

3. Irene Fazio of Fairfield, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

4. Matthew S. Marinaro of Middletown, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

5. Donald R. Merten, Jr. of Glastonbury, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

6. Segio S. Proscino of Stratford, CT

Commissioner Nicholas Tetreault made a motion to deny this applicant due to no proof of the educational requirements. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

7. Sallie Ruggiero of Northford, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

8. Fortunato A. Surace of East Haven, CT

Commissioner Nicholas Tetreault made a motion to approve this applicant. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

CONNECTICUT REAL ESTATE APPRAISER TEST DATES

PSI Summary Reports from May 1, 2005 to May 31, 2005.

The Commission reviewed the March and April 2005 PSI examination results.

CE AUDIT REPORT

None

SCHOOL AND COURSE APPLICATIONS FOR APRIL 2005

(*) *This symbol indicates an item that was not on the agenda but was discussed and ruled on in the meeting.*

Commissioner Nicholas Tetreault made a motion to approve, deny or defer the following courses as a result of the Commission’s review today. Commissioner Francis Buckley, Jr., seconded the motion. The motion carried unanimously.

ALLIED BUSINESS SCHOOLS, INC.

(Pre-licensing Education)

“Online Allied 15 Hour USPAP” **Approved** 15 Hours

ANNUAL SCHOOL FOR CT TAX ASSESSORS AND BOARDS OF ASSESSMENT APPEALS

(Continuing Education)

“CCMA 1B - Assessment Valuation”	Approved	18 Hours
“CCMA 1A - Assessment Administration”	Approved	7 Hours
“CCMA III - Income Approach Value”	Approved	18 Hours
“CCMA IIA - Introduction to Appraisal Principles”	Approved	18 Hours
“CCMA IIB - Application of Valuation Techniques”	Approved	18 Hours

APPRAISAL INSTITUTE (SOUTHERN NJ CHAPTER)

(Continuing Education)

“The Latest Trends in Hotel Valuation and Market Studies”	Approved	7 Hours
“Maximizing the Value of an Appraisal Practice”	Denied	4 Hours
“Current Issues and Misconceptions in Appraisal”	Approved	4 Hours
“Attacking and Defending an Appraisal in Litigation III”	Approved	4 Hours
“Essentials: What Every Appraiser Should Know”	Approved	4 Hours

APPRAISAL INSTITUTE (IL CHAPTER)

(Continuing Education)

“Online the Professional’s Guide to the URAR”	Deferred	7 Hours
“Residential Report Writing and Case Studies”	Approved	15 Hours

(Pre-licensing Education)

“Residential Report Writing and Case Studies”	Approved	15 Hours
---	-----------------	----------

CONNECTICUT REAL ESTATE ACADEMY

(Continuing Education)

“Title Searching”	Approved	3 Hours
“Fannie Mae New Forms and Appraisal Guidelines”	Approved	3 Hours
“7 Hour National USPAP Course”	Approved	3 Hours
“Mandatory Real Estate Law and Fair Housing”	Approved	3 Hours
“Architectural Styles”	Approved	3 Hours
“FHA Property Guidelines and Appraisal Requirements”	Approved	3 Hours
“Red Flags Home Inspection”	Approved	3 Hours
“The Truth about Mold”	Approved	3 Hours
“Environmental Problems and Connecticut Law”	Approved	3 Hours
“Income Approach to Value”	Approved	3 Hours
“Appraisal Review Seminar”	Approved	3 Hours
“Cost Approach to Value”	Approved	3 Hours
“Appraisers Role as an Expert Witness”	Approved	3 Hours
“Mandatory Appraisal Law Update”	Approved	3 Hours
“Tax Assessment of Real Estate”	Approved	3 Hours
“Residential Appraisal”	Approved	3 Hours

MCKISSOCK APPRAISAL SCHOOL

(Continuing Education)

“The Residential Cost Approach”	Approved	15 Hours
“Economic Principles Part II – Valuation Considerations”	Approved	15 Hours
“The Sales Comparison Approach”	Approved	15 Hours
“Introduction to the Residential Appraisal Process – Part I”	Approved	15 Hours
“The Residential Income Approach”	Approved	15 Hours
“Residential Report – Writing”	Approved	15 Hours
“Studies and Analyses in the Residential Valuation Process”	Approved	15 Hours

(Pre-licensing Education)

“The Residential Cost Approach”	Approved	15 Hours
“Economic Principles Part II – Valuation Considerations”	Approved	15 Hours
“The Sales Comparison Approach”	Approved	15 Hours
“Introduction to the Residential Appraisal Process – Part I”	Approved	15 Hours
“The Residential Income Approach”	Approved	15 Hours
“Residential Report – Writing”	Approved	15 Hours
“Studies and Analyses in the Residential Valuation Process”	Approved	15 Hours

NORTHERN FAIRFIELD COUNTY ASSOCIATION OF REALTORS

(Pre-licensing Education)

“Appraisal I” 36 Hours

THE PROFESSIONAL VALUATION & REAL ESTATE SCHOOL

(Continuing Education)

“Mandatory CT Law and Fair Housing”	Approved	3 Hours
“7 Hour National USPAP Update Course”	Approved	7 Hours
“New 2005 URAR Appraisal Report”	Approved	7 Hours

REAL ESTATE TRAINING EDUCATION SERVICES (RETES)

(Continuing Education)

“Real Estate Agency”	Denied	3 Hours
“Real Estate Law and Fair Housing”	Approved	3 Hours
“Technology and Marketing Tools for Today’s Realtor”	Denied	3 Hours
“USPAP 15 Hours”	Approved	15 Hours

(Pre-licensing Education)

“Basic Appraisal Procedures (Appraisal II)”	Approved	36 Hours
“USPAP 15 Hours”	Approved	15 Hours

VALUESEARCH, LLC, D/B/A VALUESEARCH APPRAISAL AND REAL ESTATE EDUCATORS

(School Application)	Approved	-
-----------------------------	-----------------	---

(Continuing Education)

“Appraisal Principle and Practice”	Approved	36 Hours
“Appraisal Procedures”	Approved	36 Hours

(Pre-licensing Education)

“Appraisal Principle and Practice”	Approved	36 Hours
“Appraisal Procedures”	Approved	36 Hours

ADJOURNMENT

There being no further business, a motion was made by Commissioner Francis Buckley, Jr., to adjourn today’s proceedings. Commissioner Nicholas Tetreault seconded the motion. The motion carried unanimously.

The meeting adjourned at 9:36 a.m.

Respectfully submitted,

Judith R. Booth, Commission Secretary II