

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
January 14, 2015**

The meeting was called to order by Christopher Italia, Chairman, at 8:30 a.m. in Room-117 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: Christopher Italia, Chairman (Cert. Gen. App. - 1st District)
Gerald Rasmussen (Cert. Gen. App. – 4th District)
Nicholas J. Tetreault (Cert. Gen. App. - 3rd District)
John J. Galvin Jr. (Cert. Gen. App. – 5th District)
Shawna M. Baron (Cert. Res. App – 5th District)
Norris Hawkins (Public Member - 1st District)

Commission Members Absent: None

Commission Vacancies: Public Member (2)

Commission Counsel Present: Alan N. Ponanski, Assistant Attorney General
Charles Walsh, Assistant Attorney General

DCP Staff Present: Linda Kieft-Robitaille Abigail Murphy (Intern)
Vicky Bullock
Robin Washbond
Richard Maloney

Public Present: John Goncalves Garry Brooke
Autumn Brooke Michelle Gamache
Terry Obey

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax: (860) 713-7230.

Department of Consumer Protection Web Site: www.ct.gov/dcp
Division E-Mail: DCP.OccupationalProfessional@ct.gov

MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Italia, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the minutes of the December 10, 2014 CT Real Estate Appraisal Commission meeting.

NEW APPLICANTS

1. Stephane Cammarata, RCR – Review and approval of sample selection. Upgrading to RCG

Examiner Linda Kieft-Robitaille informed the Commission that there has been no communication from Mr. Cammarata relative to this matter. The Commission took no action.

2. Autumn Brooke, RSP – Review of samples

Ms. Brooke appeared before the Commission with her sponsor, Garry Brooke. It was moved by Commissioner Baron, Commissioner Rasmussen 2nd, and the motion carried unanimously to approve the additional work samples.

3. Timothy Lillis, RSP – Approval of logs and sample selection

It was moved by Commissioner Baron, Commissioner Tetreault 2nd, and the motion carried unanimously to approve the logs and samples were selected.

REQUESTING EQUIVALENT EDUCATION CREDIT

Scott Gallagher, RCR – Seeking CE credit for 60-hour Principles and Practices Course

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2nd, and the motion carried unanimously to grant 15 hours CE credit.

NEW BUSINESS

John Goncalves - Mr. Goncalves appeared before the Commission with his sponsor (Michelle Gamache) seeking experience credit for his work as a review appraiser for People's United Bank.

The Commission requested that Mr. Goncalves provide the Department with samples of his work forms for review and discussion at the February meeting.

OLD BUSINESS

1. Provisional appraisers not upgrading – Can they reapply/extension

Examiner Linda Kieft-Robitaille reported that 11 Provisional appraiser licenses were set to expire on December 31, 2014 and each were contacted by email. Nine responded and were granted extensions until April 2015. Ms. Kieft-Robitaille reported that the ASC imposes no time limit for holding a Provisional license, that it is up to the individual state appraiser regulatory agency to impose its own regulation on this matter.

The Commission directed DCP staff to research the practices of other New England states for discussion at the next meeting.

2. DOT / E.O.C. Appraisal Analysis

Mr. Terrence Obey, Director (ROW) appeared before the Commission on this matter.

Commissioner Galvin prepared a letter summarizing his review of DOT's internal structure between the Appraisal and Property Management Division and the Acquisition and Relocation Division, as well as the duties of those specifically involved in the Acquisition and Relocation Division.

After further discussion, the Commission recommended that Mr. Obey submit a revised Estimate of Compensation form (EOC) based on the changes discussed at today's meeting and that Commissioner Galvin will amend his letter to reflect today's discussion which will be forwarded to the Assistant Attorney General for review and then final review by the Commission before being presented at the next meeting for a decision.

SCHOOL AND COURSE APPLICATIONS

Allterra Group, LLC

Basic Charts and Graphs (on-line) 5 hrs CE

American Society of Farm Managers and Rural Appraisers

Basic Appraisal Procedures (A102) 30 hrs PL

Basic Appraisal Procedures (A102) 18 hrs CE

Appraisal Institute

Two-Day Advanced Income Capitalization – A 15/14 hrs CE

Two-Day Advanced Income Capitalization – B 15/14 hrs CE

Advanced Residential Applications & Case Studies, Part 1 15/14 hrs CE

Online Analyzing Operating Expenses 7 hrs CE

Online Small Hotel/Motel Valuation 7 hrs CE

Advanced Concepts & Case Studies 38 hrs PL

Online FHA and the Appraisal Process	7 hrs CE
Online General Appraiser Report Writing and Case Studies	18 hrs CE
Online Residential Site Valuation & Cost Approach	14 hrs CE
Online Reviewing Residential Appraisals and Using Fannie Mae Form 2000	7 hrs CE
Online Forecasting Revenue	7 hrs CE
General Appraiser Income Approach Part 1	18 hrs CE
General Appraiser Income Approach Part 2	18 hrs CE
General Appraiser Site Valuation & Cost Approach	18 hrs CE
Online Rates & Ratios: Making Sense of GIMs, OARs & DCFs	7 hrs CE
Online Comparative Analysis	7 hrs CE
Advanced Market Analysis and Highest & Best Use	35 hrs PL

CT Chapter of the Appraisal Institute

U.S. & Connecticut Economic Outlook	2 hrs CE
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Dynasty School

Real Estate Appraisal Principles and Procedures (on-line)	60 hrs PL
Advanced Residential Applications & Case Studies (on-line)	15 hrs PL

Greater Hartford Association of Realtors

Most Valuable Places in the U.S.A.	3 hrs CE
Water, Water in My Backyard	3 hrs CE

McKissock, LP

The Cost Approach (on-line)	7 hrs CE
Residential Report Writing and Case Studies (on-line)	15 hrs PL

Massachusetts Board of Real Estate Appraisers

CT Mandatory Law Class	3 hrs CE
Supervising the Trainee Appraiser: National Regulations and Responsibilities	4 hrs CE

It was moved by Commissioner Tetreault, Commissioner Baron 2nd, and the motion carried unanimously to approve the above schools/courses as amended.

ADJOURN

It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the motion carried unanimously to adjourn the meeting at 10:24 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, February 11, 2015 at 8:30 a.m. – Room 126