The meeting was called to order by Shawna Baron, Commissioner, at 8:30 a.m. in Room-119 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: Gerald Rasmussen (Cert. Gen. App. – 4th District)
(Commissioner Rasmussen attended meeting by phone)
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: Christopher Italia, Chairman (Cert. Gen. App. - 1st District)

Commission Vacancies: Certified Appraiser
Public Member (2)

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille
Vicky Bullock
Robin Washbond

Public Present: John Rainaldi
Timothy Lillis
Jim Kyle
Garry Brooke
Steve Juda
Shelley Caccamo
Chris Caccamo
Paul Friia

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 Rasmussen, Commissioner Hawkins 2\textsuperscript{nd}, and the motion carried unanimously to approve the minutes of the February 11, 2015 CT Real Estate Appraisal Commission meeting.

NEW APPLICANTS

1. Shelley Caccamo, RSP – Review and approval of sample selection
   It was moved by Commissioner Baron, Commissioner Galvin 2\textsuperscript{nd}, and the motion carried unanimously to table this matter until the April meeting and that Ms. Caccamo must submit three additional samples to include a multifamily, condo and single family for review by the Commission.

2. Stephane Cammarata, RCR – Review and approval of sample selection
   It was moved by Commissioner Galvin, Commissioner Rasmussen 2\textsuperscript{nd}, and the motion carried unanimously to approve the samples.

3. Timothy Lillis, RSP – Review and approval of sample selection
   It was moved by Commissioner Galvin, Commissioner Hawkins 2\textsuperscript{nd}, and the motion carried unanimously to table this matter to the April meeting and that Commissioner Baron will prepare questions which will require a response from Mr. Lillis, and that he will provide one more appraisal sample for review by the Commission.

OLD BUSINESS

- John Goncalves
  It was moved by Commissioner Baron, Commissioner Hawkins 2\textsuperscript{nd}, and the motion carried unanimously to table this matter.

- Provisional Appraisers not upgrading – Can they reapply/ extension
  It was moved by Commissioner Rasmussen, Commissioner Hawkins 2\textsuperscript{nd}, and the motion carried unanimously that appraisers in their 6\textsuperscript{th} year or beyond of their Provisional license, must appear before the Commission at the April meeting with a plan of how they will upgrade their license.
NEW BUSINESS

- **Tax Assessors - Discussion on use of tax reps in court**
  John Rainaldi, President, CAAO, Town of Manchester, and S. Steven Juda, Assessor, Town of Newington appeared before the Commission to discuss the way in which tax representatives, who are hired by taxpayers in Connecticut to appeal their assessments, provide their services in Connecticut. The issues concern appeals done by tax representatives who are not Connecticut certified appraisers and often represent themselves as such and in many cases the tax representatives are working on contingent fees where the amount of money they are paid is based on the size of the assessment reduction they obtain. Mr. Rainaldi and Mr. Juda request the support of the Commission in rectifying these issues.

The Commission will review House Bill 6945, *An Act Concerning Attorney Fee Agreements in Municipal Tax Appeals*, along with CAAO proposed substitute language and provide a draft decision for the next meeting. Further, the Commission recommended that the assessors as a group should submit complaints to the Commission so that they may act on them.

- **Appraisal Law Update Course – Any changes to be made**
  Real Estate Examiner Linda Kieft-Robitaille asked the Commission to review the Appraisal Law Update Course and submit their suggestions for any changes to the course prior to the Instructor’s Seminar.

SCHOOL AND COURSE APPLICATIONS

**Appraisal Institute**
- General Appraiser Income Approach Part 1
  30 hrs PL
- General Appraiser Income Approach Part 1
  18 hrs CE
- Residential Report Writing and Case Studies
  15 hrs PL
- Residential Report Writing and Case Studies
  15 hrs CE
- Advanced Residential Applications & Case Studies, Pt 1
  15 hrs PL
- Advanced Residential Applications & Case Studies, Pt 1
  15/14 hrs CE
- Residential Site Valuation & Cost Approach
  15 hrs PL

**Eastern CT Association of Realtors**
- How Things (Might) Work
  3 hrs CE
- Most Valuable Places in the U.S.A.
  3 hrs CE
- Real Estate Economics – A Primer
  3 hrs CE

**McKissock, LP**
- Statistics, Modeling and Finance (on-line)
  15 hrs PL
Massachusetts Board of Real Estate Appraisers
Residential Market Analysis & Highest and Best Use 14 hrs CE

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2nd, and the motion carried unanimously to add the following courses to the agenda:

Real Estate Consortium of Ct Community Colleges
Basic Appraisal Procedures 30 hrs PL

CT Chapter of the Appraisal Institute
The Effects of Green Building Elements, Environmental Issues and Landlord Submetering on Value ‘TABLED’ CE

CT Association of Assessing Officers
Evaluating Commercial Construction 15 hrs PL
Evaluating Commercial Construction Day 1 7 hrs CE
Evaluating Commercial Construction Day 2 7 hrs CE

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

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

- Commissioner Galvin commented that the February 19, 2015 public hearing concerning Raised Bill No. 6677, An Act Concerning Broker Price Opinions, went very well and the bill is still in Committee.

- The Commission briefly discussed the current vacancies on this Commission of one certified appraiser and two public member positions.

ADJOURN

It was moved by Commissioner Galvin, Commissioner Hawkins 2nd, and the motion carried unanimously to adjourn the meeting at 10:35 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

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