

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
April 8, 2015**

The meeting was called to order by Christopher Italia, Chairman, at 8:30 a.m. in Room-126 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)
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: Certified Appraiser
Public Member (2)

Commission Counsel Present: None

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

Public Present: Fran MacDonald Jim Kyle Tim Lillis
Garry Brooke William Cochrane Joshua Martin
Nancy Cochrane Christine Milici Lia Digioia
Paul Ramunni Shelley Caccamo John Nitz

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 Baron, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the minutes of the March 11, 2015 CT Real Estate Appraisal Commission meeting.

NEW APPLICANTS

- **Shelley Caccamo, RSP – Review and approval of sample selection**
It was moved by Commissioner Baron, Commissioner Rasmussen 2nd, and the motion carried unanimously to approve the samples.

- **Timothy Lillis, RSP – Review and approval of sample selection**
It was moved by Commissioner Baron, Commissioner Hawkins 2nd, and the motion carried unanimously that Mr. Lillis must reappear before the Commission in three months (July 8, 2015) and provide three (3) more samples for review by the Commission.

PROVISIONAL APPRAISERS SEEKING EXTENSION

1. **Nancy Cochran**
It was moved by Commissioner Italia, Commissioner Galvin 2nd, and the motion carried to grant a one-year extension to April 30, 2016.
Commissioner Baron opposed.

2. **Lia Digioia**
It was moved by Commissioner Baron, Commissioner Rasmussen 2nd, and the Motion carried unanimously to grant a one-year extension to April 30, 2016.

3. **Frances MacDonald**
It was moved by Commissioner Italia, Commissioner Hawkins 2nd, and the motion carried unanimously to grant a one-year extension to April 30, 2016.

4. **Christine Milici**
It was moved by Commissioner Rasmussen, Commissioner Hawkins 2nd, and the motion carried to grant a one-year extension to April 30, 2016.
Commissioner Baron opposed.

5. **Paul Ramunni**
It was moved by Commissioner Rasmussen, Commissioner Hawkins 2nd, and the motion carried to grant a one-year extension to April 30, 2016.
Commissioner Baron opposed.

6. **Thomas Croteau** (does not wish to renew)
The Commission took no action on this matter

7. **Bridget Chase** (out of Appraisal business)
The Commission took no action on this matter

It was moved by Commissioner Baron, Commissioner Hawkins 2nd, and the motion carried unanimously to table the following Provisional licensees and that Attorney Vicky Bullock will issue certified letters to each requesting their appearance at the May 13, 2015 meeting:

- Kenneth Smith
- Robin Moran
- Michael Lomonte
- Inera Shepard
- Danielle Lacourse

OLD BUSINESS

- ❖ **Tax Assessors – Discussion on use of tax reps in court**
The Commission took no further action on this matter.

- ❖ **Appraisal Law Update Course – Any changes to be made**
Commissioner Galvin commented on the new law, 'Foreclosure by Market Sale' as an addition to the appraisal law course. Examiner Linda Kieft-Robitaille will update the appraiser statistics and USPAP dates as necessary.

- ❖ **John Goncalves – Experience credit for work as a review appraiser**
It was moved by Commissioner Galvin, Commissioner Hawkins 2nd, and the motion carried unanimously that any person seeking to upgrade to certified appraiser is required to have no less than 50% non-review work experience and no more than 50% actual review work and that it is the appraiser's responsibility to ensure that the work files are USPAP compliant.

SCHOOL AND COURSE APPLICATIONS

American Society of Appraisers

New Appraisal School Application

Appraisal Institute

The Discounted Cash Flow Model: Concepts, Issues, and Applications (on-line) 5 hrs CE

CT Chapter of the Appraisal Institute

Legal Issues in the Valuation of Green Properties, Sub-metering Rights and Environmentally Contaminated Properties 2 hrs CE

(Replaces the course: *The Effects of Green Building Elements, Environmental Issues and Landlord Submetering on Value*, which was **tabled** at March 11th meeting)

Connecticut MLS Advanced Appraiser Training – Matrix & Realist 2 hrs CE

Residential Appraisal Report Writing & Valuation Issues Under Collateral Underwriter 3 hrs CE

Massachusetts Board of Real Estate Appraisers

Understanding, Applying & Adopting Collateral Underwriter 3 hrs CE

McKissock, LP

Marcellus Shale: Effects of Energy Resource Operations (on-line) 3 hrs CE

Appraisal Review for Commercial Appraisers (on-line) 7 hrs CE

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

ADJOURN

It was moved by Commissioner Italia, Commissioner Hawkins 2nd, and the motion carried unanimously to adjourn the meeting at 10:15 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, May 13, 2015 at 8:30 a.m. – Room 126