

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
July 12, 2017**

The meeting was called to order by Commissioner Rasmussen, at 8:25 a.m. in Plaza North Hearing Room J at 450 Columbus Boulevard, Hartford, Connecticut.

Commission Members Present: Gerald Rasmussen (Cert. Gen. App. – 4<sup>th</sup> District)  
John J. Galvin Jr. (Cert. Gen. App. – 5<sup>th</sup> District)  
Shawna M. Baron (Cert. Res. App. – 5<sup>th</sup> District)  
Linda M. Sepso (Cert. Res. App. – 3<sup>rd</sup> District)  
Norris Hawkins (Public Member – 1<sup>st</sup> District)

Commission Members Absent: None

Commission Vacancies: Certified General Appraiser  
Public Member (2)

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille  
Vicky Bullock  
Robin Washbond  
Hannah Schmidt – Intern

Public Present: Ross Prinz  
Shane Trotta  
Josh Martin  
Brandon Ranciato  
Jim Kyle

**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) 706-1202.

Department of Consumer Protection Web Site: [www.ct.gov/dcp](http://www.ct.gov/dcp)  
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## **MINUTES OF PREVIOUS MEETINGS**

It was moved by Commissioner Hawkins, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the June 12, 2017 CT Real Estate Appraisal Commission meeting.

## **COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

Commissioner Rasmussen took a moment to acknowledge and thank Attorney Vicky Bullock for all her efforts in planning, and coordinating the June 12, 2017 Tribute to Chris Italia.

## **LEGAL**

### **2017-192 and 2017-193**

Attorney Bullock presented case# 2017-192 and 2017-193. The Commission tabled this matter and requested the following additional information by August 1, 2017: the total number of appraisal reports completed after license expired; five sample reports completed after expiration of license; five sample reports completed before license expired, and include new construction and cost approach.

## **NEW APPLICANTS**

### **Ross Prinz, RCR applicant - Sample review**

Mr. Prinz appeared before the Commission with his sponsor, Shane Trotta. It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the samples.

### **Brandon Ranciato, RCR applicant - Sample review**

Mr. Ranciato appeared before the Commission with his sponsor, Joshua Martin. It was moved by Commissioner Sepso, Commissioner Galvin 2<sup>nd</sup>, and the motion carried to approve the samples. Commissioner Baron opposed.

## **EQUIVALENT EDUCATION**

### **Robert Reicher -Seeking 18 hrs of CE for CCIM courses: CI-102, CI-103, CI-104**

It was moved by Commissioner Rasmussen, Commissioner Galvin 2<sup>nd</sup>, and the motion carried to grant a total of 18 hours equivalent CE credit. Commissioner Sepso abstained.

## **NEW BUSINESS**

### **National Registry Report**

Examiner Linda Kieft-Robitaille advised the Commission that there was no disciplinary action to report this month.

## **OLD BUSINESS**

### **Mandatory Appraisal Law Course**

Commissioner Sepso provided an update on the progress of the revisions and the Commission offered their comments and suggestions on the Appraisal Law Course.

Hannah Schmidt, UConn Real Estate student and DCP Legal intern, also provided her comments and suggestions to the Commission concerning the Appraisal Law Course.

### **Fair Housing Course (3 hr mandatory course for salespersons/brokers) - would we approve it?**

Examiner Linda Kieft-Robitaille will forward a list of schools offering the Fair Housing Course to Commissioner Galvin, who will attend the Fair Housing Course and report back to the Commission.

## **SCHOOL AND COURSE APPLICATIONS**

AAL.202 – Risk Management - An Overview for Real Estate Professionals (Dares Institute, LLC)	3 hrs CE
AAL.203 – Real Estate Fraud (Dares Institute, LLC)	3 hrs CE
AAL.204 – The Mortgage Industry Today (Dares Institute, LLC)	2 hrs CE
APR.81 – Advanced Market Analysis and Highest & Best Use (Appraisal Institute)	35 hrs PL
AAL.205 – Online Rates & Ratios: Making Sense of GIMs, OARs & DCF (Appraisal Institute)	7 hrs CE
APR.82 – Real Estate Finance, Statistics & Valuation Modeling (Appraisal Institute)	15 hrs PL
APR.83 – Basic Appraisal Principles (on-line) (Van Education Center)	30 hrs PL

APR.84 – Advanced Income Capitalization (Appraisal Institute)	35 hrs PL
APR.85 – Advanced Concepts & Case Studies (Appraisal Institute)	40 hrs PL
AAL.206 – Valuation of CT Breweries (CT Chapter of the Appraisal Institute)	3 hrs CE

It was moved by Commissioner Baron, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried to approve the above mentioned schools/courses as amended. Commissioner Galvin abstained from voting on AAL.206 – Valuation of CT Breweries.

**COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY**

- Linda Kieft-Robitaille commented on Docket #211-770 (Case# M211-104), and stated that she had received the required samples from the licensee and will forward to Commission for review and that the licensee is having trouble completing all required coursework before the September 14, 2017 deadline. The Commission will review the samples and will make a determination regarding modifying the consent agreement to allow the licensee to take the course online.
- Commissioner Baron commented that she attended a recently approved Assessor’s Course where the instructor did not teach the full extent of the course hours. The organization has been notified.
- Jim Kyle commented on the Appraiser Qualifications Board (AQB) release of its Third Exposure Draft of Proposed Changes to the Real Property Appraiser Qualification Criteria and expressed his concern specifically regarding the proposed reduction of required experience hours for each credential, and the substitution of (PAREA) modules for the experience requirement.

**ADJOURN**

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 10:30 a.m.

Respectfully submitted,  
Robin Washbond, Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, September 13, 2017 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.