

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
September 13, 2017**

The meeting was called to order by Commissioner Rasmussen, at 8:31 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  
Richard Maloney

Public Present: 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 July 12, 2017 CT Real Estate Appraisal Commission meeting.

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

Richard Maloney, Director of Trade Practices, informed the Commission of his plans to retire effective October 1, 2017. Mr. Maloney thanked the Commission for their care and concern for the industry and for their support to the Department. The Commission thanked Mr. Maloney for his service and wished him well.

## **NEW APPLICANTS**

### **Sanford Moye, RCR applicant – Approval of logs and sample selection**

The Commission approved the logs, and samples were selected. No motion was made to this effect.

## **EQUIVALENT EDUCATION**

### **Susan Altieri - Seeking 7hrs for USPAP taken with NRAAO**

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to grant Ms. Altieri 7 hours education credit.

## **NEW BUSINESS**

### **National Registry Report**

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

### **Update on Regulatory Freeze**

Ms. Kieft-Robitaille reported that as a result of review by the Office of Management and Budget (OMB) the ASC may now move forward on the regulations and National Registry fees regarding Appraisal Management Companies.

## **OLD BUSINESS**

### **Mandatory Appraisal Law Course**

Commissioner Sepso discussed the latest revisions and stated that the mandatory course will be presented at the Instructor's Seminar on September 15, 2017. The Commission decided that the effective date of the course shall be October 15, 2017. Ms. Kieft-Robitaille will email the course materials to approved schools and notify appraisers by email of the new mandatory course.

## **LEGAL**

Attorney Vicky Bullock added 'Administrative Hearings Refresher for Boards and Commissions' to the agenda under Legal.

### **Administrative Hearings Refresher for Boards and Commissions**

The Department of Consumer Protection and the Office of the Attorney General will provide training, "Administrative Hearings: A Refresher for Boards and Commissions of the Department of Consumer Protection" for all board and commission members. Assistant Attorney General Daniel Shapiro will be presenting the training on September 27, 2017 at 450 Columbus Boulevard, Hartford.

Attorney Bullock noted that if Commission members have a scheduling conflict, the training is also being offered on October 3<sup>rd</sup> and October 5<sup>th</sup>, 2017.

## **SCHOOL AND COURSE APPLICATIONS**

\*Correction: AAL.198 – Basic Appraisal Procedures (Career WebSchool) – Approved at June meeting for 18 hours CE, but should have been a *Pre-Licensing course- 30 hours*.

*AAL.207 – Online Case Studies in Appraising Green Commercial Buildings (Appraisal Institute)	15 hrs CE
*AAL.208 - Review Case Studies Residential – Synchronous (Appraisal Institute)	15 hrs CE
*AAL.209 – That's a Violation (on-line) (McKissock LLC)	4 hrs CE
*AAL.210 – Complex Properties: The Odd Side of Appraisal (on-line) (McKissock)	7 hrs CE
*AAL.211 – Online Supervisory Appraiser/Trainee Appraiser Course (Appraisal Institute)	4 hrs CE

*AAL.212 – Online Appraisal of Medical Office Buildings (Appraisal Institute)	7 hrs CE
AAL.213 – Solving Land Valuation Puzzles (Appraisal Institute)	7 hrs CE
AAL.214 – Practical Applications in Appraising Green Commercial Properties (Appraisal Institute)	15 hrs CE
*AAL.215 – Fundamental Concepts of Analysis (on-line) (McKissock)	7 hrs CE
AAL.216 – Automated Appraisal Review and You: Adapting in an Era of Automation (Massachusetts Board of Real Estate Appraisers)	3 hrs CE
*AAL.217 – Online Challenging Assignments for Residential Appraisers (Massachusetts Board of Real Estate Appraisers)	7 hrs CE
APR.86 – Basic Appraisal Principles (on-line) (On Course Real Estate, Inc. dba Career Webschool)	30 hrs PL
AAL.218 – Ethics (Eastern Connecticut Association of Realtors)	Denied
APR.87 – Online General Appraiser Site Valuation & Cost Approach (Appraisal Institute)	30 hrs PL
APR.88 – Residential Report Writing and Case Studies (on-line) (OnCourse Real Estate, Inc. dba Career Webschool)	15 hrs PL
*AAL.219 – Residential Report Writing and Case Studies (on-line) (OnCourse Real Estate, Inc. dba Career Webschool)	14 hrs CE
*AAL.220 – A URAR Form Review (on-line) (OnCourse Real Estate, Inc. dba Career Webschool)	7 hrs CE
APR.89 – CT Commercial Real Estate Conference, 2017 (Greater Hartford Association of Realtors)	3 hrs CE
APR.90 – Residential Report Writing & Case Studies (Massachusetts Board of Real Estate Appraisers)	15 hrs PL

APR.91 – Residential Sales Comparison & Income Approach: Concepts and Techniques (Massachusetts Board of Real Estate Appraisers)	30 hrs PL
*AAL.221 – Appraisal of Industrial Incubators (on-line) (McKissock LLC)	7 hrs CE
*AAL.222 – Appraisal of Owner-Occupied Commercial Properties (on-line) (McKissock)	7 hrs CE
AAL.223 – 2017 New England Appraisers Expo: Commercial Program (Massachusetts Board of Real Estate Appraisers)	7 hrs CE
AAL.224 – 2017 New England Appraisers Expo: Residential Program (Massachusetts Board of Real Estate Appraisers)	7 hrs CE
APL.64 – OnCourse Learning dba Career Webschool	Renewal
*AAL.225 – The Dirty Dozen (on-line) (McKissock)	3 hrs CE
*AAL.226 – Better to Be Safe Than Sorry (on-line) (Hondros College of Business)	7 hrs CE
*AAL.227 – Basic Construction Review (on-line) (Hondros College of Business)	7 hrs CE
*AAL.228 – 2016-2017 7-Hour Equivalent USPAP Update Course (Hondros College of Business)	7 hrs CE
*AAL.229 – Appraisal Review of Residential Properties (on-line) (Hondros College of Business)	7 hrs CE
*AAL.230 – Covering All the Bases in Residential Reporting (on-line) (Hondros College of Business)	7 hrs CE
AAL.231 – Defensible Appraising (on-line) (Hondros College of Business)	7 hrs CE
*AAL.232 – FHA and VA Today (on-line) (Hondros College of Business)	7 hrs CE
*AAL.233 – Green in Residences and Appraisals (on-line) (Hondros College of Business)	7 hrs CE

\*AAL.234 – Methodology and Applications of Sales Comparison (on-line) 7 hrs CE  
(Hondros College of Business)

\*AAL.235 – Property and Valuation Analysis for FHA (on-line) 7 hrs CE  
(Hondros College of Business)

\*AAL.236 – Income Approach Case Studies for Commercial Appraisal 4 hrs CE  
(On-line) (McKissock LP)

\*AAL.237 – The Basics of Expert Witness for Commercial Appraisers 7 hrs CE  
(On-line) (McKissock LP)

\*AQB approved courses

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup> and the motion carried unanimously to accept the above-mentioned AQB approved courses, including the following changes: course APR.89 is approved as CE course only, and APL.64 is a renewal not a new school application, and AAL.198 is approved as a pre-licensing course only for 30 hours and AAL.218 is denied.

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to conditionally approve the remaining courses subject to further review by Commissioner Sepso.

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

- Jim Kyle appeared before the Commission today to review his comment letter with the Commission: *'Comments on the Third Exposure Draft of Proposed Changes to the Real Property Appraiser Qualifications Criteria'*. Commissioner Baron expressed the importance of field experience. Commissioner Sepso stated that the AQB did not adopt the third exposure draft and is considering the possibility of issuing future proposals. Commissioner Rasmussen thanked Mr. Kyle for all his efforts and for being diligent in the industry.
- Examiner Linda Kieft-Robitaille distributed a hand-out to the Commission as an FYI: *Press Release: Judge Nullifies IDFPR Proceedings. Appraiser Mark Pomykacz wins significant appeal against the IDFPR concerning Marquis Ethanol Plant.*

### **ADJOURN**

It was moved by Commissioner Sepso, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 9:39 a.m.

Respectfully submitted,  
Robin Washbond  
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, October 11, 2017 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.