

**STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
March 9, 2022**

The meeting was called to order by Commissioner Gerald Rasmussen at 8:31 a.m. via a ZOOM Webinar.

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

Commission Members Absent: None

Commission Vacancies: Certified General Appraiser (2)
Public Member (1)

Commission Counsel Present: None

DCP Staff Present: Pamela Brown, Director of Investigations
Vicky Bullock, Staff Attorney
Linda Kieft-Robitaille, Real Estate Appraisal Examiner
Terry-Jo Powell, License & Applications Analyst

Public Present:	Jackie Beauchaine	Jim Kyle
	JoAnn Ansaldo	Byron Francis
	Kristen Ciechowski	Nancy Cochrane
	Paul Ramunni	Sarah Thompson
	Jen Greb	Lauren Larman
	Michael Hamilton	Kurt Bauknecht
	Christopher Burke	Craig Lerman

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, visit the Agency Website: www.ct.gov/dcp

Division E-Mail: DCP.OccupationalProfessional@ct.gov

MINUTES OF PREVIOUS MEETING

It was moved to approve the minutes of the February 9, 2022, *CT Real Estate Appraisal Commission* Meeting by Commissioner Hawkins and seconded by Commissioner Galvin. The motion passed with Commissioner Baron abstaining because of being absent for that meeting.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

DCP INVESTIGATIONS DIVISION

DCP LEGAL DIVISION

1. Attorney Bullock gave an update on the status of new commission appointments.
2. Request to convene a special meeting of the commission for Wednesday, April 6, 2022.

OLD BUSINESS

1. Motion to approve Jennifer Greb, RCR's sample selection, and approval to sit for the residential appraisal exam, made by Commissioner Galvin and seconded by Commissioner Baron. The motion passed unanimously.
2. Motion for Sarah Thompson, RCR applicant, seeking log approval and sample selection to come back to the commission in two-months (the May 11, 2022, *CT Real Estate Commission* meeting) made by Commissioner Baron and seconded by Commissioner Sepso. Commissioner Hawkins and Commissioner Galvin opposed the motion. Commissioner Rasmussen broke the tie in favor of the motion by Commissioner Baron.

Commissioner Sepso left meeting at 9:31 AM.

3. Motion to return the CT Appraisal Law Course to a three (3) hour Course Module for the upcoming Continuing Education (CE) cycle made by Commissioner Rasmussen and seconded by Commissioner Hawkins. The motion passed unanimously.
4. Monthly report presented by Examiner Kieft-Robitaille. The report shows no new complaints received by DCP. Previously submitted complaints are still in process.
5. Motion to add Kurt Bauknecht to agenda made by Commissioner Galvin and seconded by Commissioner Baron. Motion passed unanimously.

Motion to approve Kurt Bauknecht, RCR's sample selection, and approval to sit for the residential appraisal exam, made by Commissioner Galvin and seconded by Commissioner Hawkins. Motion passed 2-1, opposed by Commissioner Baron.

NEW BUSINESS

1. Motion to approve the supplemental agenda made by Commissioner Hawkins and seconded by Commissioner Galvin. The motion passed unanimously.
2. Angela Haggerty, RSP seeking extension of provisional license withdrawn as she passed the exam.
3. Motion to approve Byron Francis, RSP for extension of provisional license for a 6-month period from April 30, 2022, made by Commissioner Galvin and seconded by Commissioner Hawkins. The motion passed; Commissioner Baron abstained.
4. Motion to approve Nancy Cochrane, RSP seeking extension of provisional license for a 6-month period and to return for the October 12, 2022, *CT Real Estate Appraisal Commission* meeting, made by Commissioner Galvin and seconded by Commissioner Hawkins. The motion passed; Commissioner Baron abstained.
5. Motion to approve Lauren Lerman, RSP seeking extension of provisional license for a 6-month period and to return for the October 12, 2022, *CT Real Estate Appraisal Commission* meeting, made by Commissioner Galvin and seconded by Commissioner Hawkins. The motion passed; Commissioner Baron abstained.
6. Paul Ramunni, RSP seeking extension of provisional license continued until the April 13, 2022, *CT Real Estate Appraisal Commission* meeting.
7. Motion to approve Kristen Ciechowski, RSP seeking extension of provisional license for a 6-month period, made by Commissioner Galvin and seconded by Commissioner Hawkins. The motion passed; Commissioner Baron abstained.
8. Motion to approve Audrey Cole seeking equivalent education for the course: *Understanding & Preventing Racial Biases in Real Estate* 3hrs. made by Commissioner Galvin and seconded by Commissioner Hawkins. The motion passed unanimously.
9. Motion to approve Joseph Holstein seeking equivalent education for the IAEO course: *What's going down in Commercial Real Estate* 2hrs made by Commissioner Baron and seconded by Commissioner Galvin. The motion passed unanimously.
10. Motion to approve Linda Kieft-Robitaille seeking equivalent education for writing of the CT Appraisal Law Course 14hrs. and waiver of taking the law course made by Commissioner Hawkins and seconded by Commissioner Baron. The motion passed unanimously.

ASC

SCHOOL & COURSE APPROVALS

Courses Approved by Department (all have AQB approval)

Motion to approve all following courses made by Commissioner Galvin and seconded by Commissioner Sepso. The motion carried unanimously.

APR.245 <i>General Appraiser Site Valuation and Cost Approach</i> Appraisal Institute	30hrs.PL
APR.246 <i>General Appraiser Sales Comparison Approach</i> Appraisal Institute	30hrs.PL
APR.247 <i>Online Residential Report Writing and Case Studies</i> Appraisal Institute	15hrs.PL
APR.248 <i>Online Residential Sales Comparison and Income Approaches</i> Appraisal Institute	30hrs.PL
APR.249 <i>General Appraiser Site Valuation and Cost Approach (Online)</i> Appraisal Institute	30hrs.PL
APR.250 <i>Online Residential Site Valuation and Cost Approach</i> Appraisal Institute	15hrs.PL
APR.251 <i>Residential Market Analysis and Highest & Best Use</i> Appraisal Institute	15hrs.PL
AAL.895 <i>General Appraiser Site Valuation and Cost Approach</i> Appraisal Institute	18hrs.CE
AAL.896 <i>How to Support and Prove Your Adjustments</i> OREP Education Network	7hrs.CE
AAL.897 <i>Online Appraisal of Medical Office Buildings</i> Appraisal Institute	7hrs.CE
AAL.901 <i>Fair Housing, Bias and Discrimination</i> McKissock	4hrs.CE
AAL.902 <i>Business Practices and Ethics</i> Appraisal Institute	6hrs.CE

AAL.903 <i>Online Comparative Analysis</i> Appraisal Institute	7hrs.CE
AAL.905 <i>General Appraiser Sales Comparison Approach</i> Appraisal Institute	18hrs.CE
AAL.906 <i>Online Residential Sales Comparison and Income Approaches</i> Appraisal Institute	18hrs.CE
AAL.907 <i>General Appraiser Site Valuation and Cost Approach (Online)</i> Appraisal Institute	18hrs.CE
AAL.908 <i>Online Residential Site Valuation and Cost Approach</i> Appraisal Institute	14hrs.CE
AAL.909 <i>Review Case Studies - Residential Synchronous</i> Appraisal Institute	15hrs.CE
AAL.910 <i>Review Theory - Residential Synchronous</i> Appraisal Institute	17hrs.CE
AAL.911 <i>Online Reviewing Residential Appraisals and Using Fannie Mae Form 2000</i> Appraisal Institute	7hrs.CE
AAL.913 <i>Online Using Your HP-12C Financial Calculator</i> Appraisal Institute	7hrs.CE
AAL.915 <i>Residential Market Analysis and Highest & Best Use</i> Appraisal Institute	14hrs.CE
AAL.916 <i>Online Residential Report Writing and Case Studies</i> Appraisal Institute	14hrs.CE

Courses to be Approved by Commission

Motion to approve all following courses made by Commissioner Galvin and seconded by Commissioner Sepso. The motion carried unanimously.

AAL.894 <i>ANSI Z765-2021: Square Footage Method for Calculating Single Family Residences</i> Massachusetts Board of Real Estate	7hrs.CE
AAL.898 <i>Application & Interpretation of Simple Linear Regression</i> Appraisal Institute	14hrs.CE

AAL.899 *Advanced Spreadsheet Modeling for Valuation Applications* 15hrs.CE
Appraisal Institute

AAL.904 *Fundamentals of Separating Real Property, Personal Property,
and Intangible Business Assets* 15hrs.CE
Appraisal Institute

AAL.912 *Uniform Appraisal Standards for Federal Land
Acquisitions: Practical Applications* 15hrs.CE
Appraisal Institute

AAL.914 *Residential and Commercial Valuation of Solar* 15hrs.CE
Appraisal Institute

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

2022 BOARD MEETING SCHEDULE

January 12, 2022, February 9, 2022, March 9, 2022, (April 6 – Special Meeting), April 13, 2022, May 11, 2022, June 8, 2022, July 13, 2022, September 14, 2022, October 12, 2022, November 9, 2022, and December 14, 2022.

ADJOURN

It was moved to adjourn the meeting by Commissioner Hawkins and was seconded by Commissioner Galvin. The motion carried unanimously to adjourn the meeting at 11:23 a.m.

Respectfully submitted,

Terry-Jo Powell
Board/Commission Administrator

The next meeting of this Commission is scheduled for Wednesday, April 13, 2022, via ZOOM webinar.