

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
CONNECTICUT REAL ESTATE COMMISSION SPECIAL MEETING  
Minutes of Meeting  
February 3, 2021**

The meeting was called to order by Commissioner Castonguay at 10:05 p.m. via a ZOOM Webinar.

Commission Members Present: Joseph B. Castonguay, Acting Chairman (Broker - 2nd District)  
Linda C. Burnham (Salesperson - 2nd District)  
Peter L. Gray (Salesperson - 4th District)  
Morag L. Vance (Public Member - 4th District)  
Theodore F. Ells, Esq. (Public Member - 3rd District)  
Amy Bergquist (Broker - 1st District)

Commission Members Absent: None

Commission Vacancies: Salesperson (1)  
Public Member (1)

Commission Counsel Present: None

Department of Consumer Protection (DCP) Staff Present: Jill Conkilin, Real Estate Examiner  
Howard Osden, Office Supervisor  
Terry-Jo Powell, License & Applications Analyst

Public Present: Jake Cordelli  
James Carrol  
Cindy Butts

**Note:** The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division, Richard M. Hurlburt, Director. For information, visit the Agency Website: [www.ct.gov/dcp](http://www.ct.gov/dcp). Division E-Mail: [DCP.OccupationalProfessional@ct.gov](mailto:DCP.OccupationalProfessional@ct.gov)

## **MINUTES OF PREVIOUS MEETINGS**

Motion to accept the draft minutes of November 4, 2020 CT Real Estate Commission meeting made by Commissioner Vance, seconded by Commissioner Bergquist. Motion passed unanimously.

Motion to accept the draft minutes of the January 8, 2021, CT Real Estate Commission Special meeting with a change to reflect that the meeting was held on the Microsoft Teams platform, not a ZOOM virtual meeting, made by Commissioner Vance, seconded by Commissioner Bergquist. Motion passed unanimously.

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

### **NEW BUSINESS**

1. Jake Cordelli – Request to waive broker’s pre-licensing requirements tabled until May 5, 2021 Real Estate Commission meeting. Motion made by Commissioner Gray, seconded by Commissioner Vance. Motion passed unanimously.
2. James Carroll – Commissioner Gray moved to deny the request to waive pre-licensing requirements, seconded by Commissioner Bergquist. Motion passed unanimously.

### **OLD BUSINESS**

Association of Realtors is offering licensees a discount if they take classes with their organization and chose to join that specific board. Examiner Conklin will follow up with Staff Attorney Annon to see if this is legally permitted.

## **SCHOOLS AND COURSES**

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

1. DCP will now have all licensees renew their licenses online with the option to print the certificate if specifically requested from the department.
2. Starting 2021 Continuing Education (CE) can be uploaded by an agent or broker, not by the school. PSI has feature to log into their system and upload the CE certificate.

**ADJOURN**

This meeting adjourned by Chairperson Castonguay at 11:25 a.m.

Respectfully submitted,

*Terry-Jo Powell*

Board/Commission Administrator

The next meeting of this Commission is scheduled for Wednesday, May 5, 2021, via ZOOM webinar.