

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
May 9, 2012**

The meeting was called to order by Christopher Italia, Chairman, at 8:40 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)  
Sean T. Hagearty (Cert. Gen. App. - 2<sup>nd</sup> District)  
Norris Hawkins (Public Member - 1<sup>st</sup> District)  
Nicholas J. Tetreault (Cert. Gen. App. - 3<sup>rd</sup> District)

Commission Members Absent: Francis Buckley, Jr. (Cert. Gen. App. - 2<sup>nd</sup> District)  
Gerald Rasmussen (Cert. Gen. App. - 4<sup>th</sup> District)  
John Parda (Public Member - 5<sup>th</sup> District)

Commission Vacancies: One Public Member

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille  
Vicky Bullock  
Robin Washbond  
Laura O'Malley - Intern

Public Present: Michael Lomonte  
John Lomonte

**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.

**Agency Web site:** [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**

It was moved by Commissioner Italia, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the April 11, 2012 CT Real Estate Appraisal Commission meeting.

## **LEGAL**

1. 2010-741 William Henry – Review of recent work

**It was moved by Commissioner Tetreault, Commissioner Italia 2<sup>nd</sup>, and the motion carried unanimously to approve the samples contingent upon receipt of the complete work files. Mr. Henry has 10 days from receipt of DCP's letter to submit the work files.**

2. 2011-412

**It was moved by Commissioner Hagearty, Commissioner Italia 2<sup>nd</sup>, and the motion carried unanimously to impose a \$500 fine and require completion of the 15-hour USPAP course with exam and to submit his work product for DCP review for a period of 90 days following completion of the USPAP course.**

3. CHRO Review

**This matter was tabled to a future meeting.**

## **NEW BUSINESS**

- The Commission discussed revising the *Mandatory Appraisal Law Update Course*. Commissioner Hagearty stated he and Real Estate Examiner Linda Kieft-Robitaille will develop an outline of the important topics to be incorporated into the course in order to create a more structured curriculum.
- Ms. Kieft-Robitaille reported on the 2012 Appraisal renewal statistics. As of this date, fewer than 10% of licensed appraisers have not renewed their license.
- Ms. Kieft-Robitaille advised the Commission that she has initiated a review of the Appraisal Regulations to identify what changes are required to comply with the AQB's new *Real Property Appraiser Qualification Criteria*. A copy of the Regulations will be forwarded to the Commission for their review.

## **OLD BUSINESS**

### Continuing Education Audit

Ms. Kieft-Robitaille reported that the Department will conduct a 25% audit and the fine imposed will be \$400.00.

## **APPLICATIONS FOR APPROVAL**

1. Ronald McInerney, RCG Applicant – Review of additional samples  
**It was moved by Commissioner Hagearty, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to approve the additional samples.**
2. Christopher LeGreca, RCG Applicant – Review of additional samples  
**It was moved by Commissioner Italia, Commissioner Hagearty 2<sup>nd</sup>, and the motion carried unanimously to approve the additional samples.**
3. Michael Lomonte, RSP – Seeking extension of provisional license  
**It was moved by Commissioner Hagearty, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to grant Mr. Lomonte a one year extension until April 30, 2013 and he must also complete the 15-hour USPAP course with exam.**
4. Lucy Biondi, RSP – Seeking extension of provisional license  
**This matter is tabled to the June 13<sup>th</sup> meeting.**

**It was moved by Commissioner Italia, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to add Charles Brode to the agenda.**

5. Charles Brode, RSP – Seeking extension of provisional license  
**It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to grant Mr. Brode an extension until April 30, 2013.**

## **REQUESTING EQUIVALENT EDUCATION**

Marilyn Baumann, RCR– Seeking 12 hours continuing education credit for various assessor courses

**It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to approve twelve (12) hours continuing education credit.**

## **SCHOOL AND COURSE APPLICATIONS**

### **American Society of Farm Managers and Rural Appraisers**

Requirements of UASFLA – The ‘Yellow Book’	18 hrs CE
Introduction to Vineyard and Winery Valuation	8 hrs CE
Going Concern Value and Intangible Assets	8 hrs CE
Appraising Natural Resources	8 hrs CE

**Appraisal and Real Estate School of Connecticut**

Real Estate Finance Qualifying (reconsideration of hours per ASC) 3 hrs CE

**Appraisal Institute**

Marketability Studies: The Six-Step Process & Basic Applications 7 hrs CE  
Online Data Verification Methods (on-line) 5 hrs CE  
Practical Regression Using Microsoft Excel 14 hrs CE  
Residential Report Writing & Case Studies 15 hrs PL

**Career WebSchool**

Residential Market Analysis & Highest & Best Use (on-line) 15 hrs PL  
Residential Market Analysis & Highest & Best Use (on-line) 14 hrs CE  
Residential Report Writing & Case Studies (on-line) 15 hrs PL  
Residential Report Writing & Case Studies (on-line) 14 hrs CE  
Residential Appraiser Site Valuation & Cost Approach (on-line) 14 hrs CE  
Residential Appraiser Site Valuation & Cost Approach (on-line) 15 hrs PL

**Connecticut Association of Assessing Officers**

The Review of Commercial/Industrial Real Estate Appraisal Reports  
Affordable Housing and Multi-Family Properties, Valuation Issues 6 hrs CE

**McKissock, LP**

Introduction to Legal Descriptions (on-line) 2 hrs CE  
Essential Elements of Disclosures and Disclaimers (on-line) 5 hrs CE  
Foundations in Sustainability: Greening the Real Estate  
and Appraisal Industries (on-line) 7 hrs CE  
Appraising FHA Today (on-line) 7 hrs CE  
Residential Report Writing and Case Studies (on-line) 15 hrs PL

**Real Estate Consortium of CT Community Colleges**

2012–2013 7-hour National USPAP Update Course 7 hrs CE  
2012–2013 15-hour National USPAP Course 15 hrs PL

**It was moved by Commissioner Tetreault, Commissioner Hagearty 2<sup>nd</sup>, and the motion carried unanimously to reapprove the course 'Real Estate Finance Qualifying' and to approve all the above courses/schools as presented.**

**ADJOURN**

**It was moved by Commissioner Italia, Commissioner Hagearty 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 10:00 a.m.**

Respectfully submitted,

Robin Washbond  
Commission Secretary

**The next meeting of this Commission is scheduled for Wednesday, June 13, 2012 at 8:30 a.m. – Room 126**