

**STATE OF CONNECTICUT
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
June 13, 2012**

The meeting was called to order by Christopher Italia, Chairman, at 8:30 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. - 2nd District)
Norris Hawkins (Public Member - 1st District)
Nicholas J. Tetreault (Cert. Gen. App. - 3rd District)
Gerald Rasmussen (Cert. Gen. App. – 4th District)
John Parda (Public Member - 5th District)

Commission Members Absent: Francis Buckley, Jr. (Cert. Gen. App. - 2nd District)

Commission Vacancies: One Public Member

Commission Counsel Present: None

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

Public Present: Lucy Biondi

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

MINUTES OF PREVIOUS MEETINGS

It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the minutes of the May 9, 2012 CT Real Estate Appraisal Commission meeting.

LEGAL

2010 -741 / William Henry – Review of work product per agreement

After discussion, the Commission unanimously concluded that Mr. Henry appear before the Commission at their July 11, 2012 meeting. The Commission is requiring Mr. Henry to provide them with two work files previously requested by the Commission at their May 9th meeting, plus three samples and three new complete work files.

NEW BUSINESS

Adoption of changes to Real Property Appraiser Qualifications

It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the motion carried unanimously to adopt the changes to the *Real Property Appraiser Qualification Criteria*.

OLD BUSINESS

1. Continuing Education Audit

Examiner Linda Kieft-Robitaille provided an update to the Commission regarding the continuing education audit. Audit letters have been printed and are scheduled to be mailed out to approximately 360 licensees today.

2. Changes to current Regulations

Examiner Linda Kieft-Robitaille advised the Commission that a review of the Appraisal Regulations is underway to update the language and comply with the AQB's new Real Property Appraiser Qualification Criteria. The Appraisal Commission will review the current Regulations and provide her with their comments by the end of the month.

APPLICATIONS FOR APPROVAL

1. Jonathan Kloss – RCR applicant seeking approval of logs and sample selection

It was moved by Commissioner Hagearty, Commissioner Hawkins 2nd, and the motion carried unanimously to approve the logs.

2. William Roma, RCR – Seeking reinstatement of license

After discussion, the Commission unanimously concluded that Mr. Roma must meet all current requirements including USPAP compliant work logs in order to be considered for reinstatement.

3. Lucy Biondi, RSP – Seeking extension of Provisional License

It was moved by Commissioner Hagearty, Commissioner Italia 2nd, and the motion carried unanimously to grant an extension to April 30, 2013. Ms. Biondi must complete the 15-hour USPAP course with exam within 30 days.

SCHOOL AND COURSE APPLICATIONS

American Society of Farm Managers and Rural Appraisers

Advanced Appraisal Exam Preparation Course 18 hrs CE

Appraisal Institute

Case Studies in Appraising Green Commercial Buildings 15/14 hrs CE

Residential Site Valuation and Cost Approach 15 hrs PL

Residential Site Valuation and Cost Approach 15/14 hrs CE

Residential Market Analysis and Highest & Best Use 15 hrs PL

Residential Market Analysis and Highest & Best Use 15/14 hrs CE

Alternative Uses and Cost Valuation of Small, Mixed-Use Properties 16/15 hrs CE

Advanced Residential Report Writing, Part2 30 hrs PL

Online Appraising Manufactured Housing 7 hrs CE

Online Appraisal Curriculum Overview – General 7 hrs CE

Appraisal & Real Estate School of CT

Basic Appraisal Principles 30 hrs PL

Career WebSchool

2012-2013 7-Hour Equivalent USPAP Update Course (on-line) 7 hrs CE

McKissock, LP

Introduction to Complex Appraisal Assignments 7 hrs CE

It was moved by Commissioner Tetreault, Commissioner Hagearty 2nd, and the motion carried unanimously to approve the above schools/courses as marked.

ADJOURN

It was moved by Commissioner Tetreault, Commissioner Rasmussen 2nd, and the motion carried unanimously to adjourn the meeting at 9:30 a.m.

Respectfully submitted,

Robin Washbond
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, July 11 2012 at 8:30 a.m. – Room 126