

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

The meeting was called to order by Commissioner Rasmussen, at 8:30 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

Public Present: Gregory Robinson  
Pat Cerino  
Joseph Ametrano

**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 Baron, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the November 8, 2017 CT Real Estate Appraisal Commission meeting.

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

None

## **NEW APPLICANTS**

### **Nora King, RCG applicant - Upgrading from RCR. Log approval & sample selection**

It was moved by Commissioner Galvin, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously that Ms. King submit an expanded log and work samples, including a recent work product which includes cost approach. Samples were selected.

## **REQUESTING EQUIVALENT EDUCATION CREDIT**

### **Deborah Lipman, RCG - Seeking 7 hours equivalent CE credit for course: *Hotel Market Studies and Valuations Seminar by Appraisal Institute.***

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

### **William Picoli, RCG - Seeking 2 hours equivalent CE credit for course: *The NYC Office Market Direct Space by CRE New York Metropolitan Chapter.***

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

## **OLD BUSINESS**

### **National Registry Report**

- Examiner Linda Kieft-Robitaille stated that there was no disciplinary action to report this month.
- Examiner Kieft-Robitaille informed the Commission of two bulletins issued from the Appraisal Subcommittee regarding the National Registry of Appraisal Management Companies (AMC's). Ms. Kieft-Robitaille reported that the ASC will open the AMC Registry by June 4, 2018 and that States will need to amend their rules or regulations to implement AMC registry fees and that the ASC may grant 12-month extensions of the Implementation Period.

## **NEW BUSINESS**

- It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to add to the agenda for discussion: *HUD Guidance on Mixed Use Properties*, is it allowed?

Examiner Linda Kieft-Robitaille brought forth the issue of HUD expecting residential appraisers to appraise Mixed Use One-to-Four Unit Single Family properties and ignore the commercial use. The Commission briefly discussed this matter and will continue the discussion at the next meeting.

- Commissioner Sepso and Examiner Kieft-Robitaille shared with the Commission a news article from the Columbia Institute reporting that a community bank in Tennessee submitted a request to the ASC seeking a waiver of the appraisal requirements for several Tennessee counties; and that the Appraisal Sub Committee may grant a temporary waiver of appraisal requirements in cases where a shortage of appraisers is substantiated.

## **LEGAL**

### **Administrative Hearing**

**2017-192**

**2017-193**

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to postpone this matter to the January 10, 2018 meeting.

## **SCHOOL AND COURSE APPLICATIONS**

*It was moved by Commissioner Galvin, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to add the following request from Calypso Education to the agenda:*

Calypso Education is seeking permission to make 'housekeeping' changes/additions to the Mandatory Law Course slides regarding attendance, certificates of completion, etc., and a possible correction to the slide relating to the *Appraisal Practice Board* which they say was eliminated in 2017.

It was moved by Commissioner Galvin, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously that Commissioner Sepso will research and if necessary make the correction to the Appraisal Practice Board slide.

It was moved by Commissioner Galvin, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously that any school requests for Mandatory Law Course slide changes/corrections may be reviewed and approved by Examiner Linda Kieft-Robitaille.

AAL.264 – Residential and Commercial Valuation of Solar (on-line) (Appraisal Institute)	15 hrs CE
AAL.265 – 2018-2019 7-Hour USPAP Update Course (Massachusetts Board of Real Estate Appraisers)	7 hrs CE
APR.95 – 2018-2019 15-Hour USPAP Course (Massachusetts Board of Real Estate Appraisers)	15 hrs PL
AAL.266 – Intermediate Income Approach Case Studies for Commercial Appraisers (on-line) (McKissock)	4 hrs CE
APR.96 – Basic Appraisal Procedures (QE) (Massachusetts Board of Real Estate Appraisers)	30 hrs PL
APR.97 – 2018-2019 National 15-Hour USPAP Update Course (McKissock)	15 hrs PL
AAL.267 – 2018-2019 7-Hour USPAP Update for Non-Residential Appraisers (on-line) (McKissock)	7 hrs CE
AAL.268 - 2018-2019 7-Hour National USPAP Update Course (Appraisal Institute)	7 hrs CE
APR.98 – Residential Report Writing and Case Studies (on-line) (McKissock)	15 hrs PL
AAL.269 – Appraising Small Apartment Properties-Live Webinar (McKissock)	4 hrs CE
AAL.270 – 2018-2019 7-Hour National USPAP Update Course (Real Estate Training and Educational Services)	7 hrs CE
AAL.271 – US & CT Economic Outlook (CT Chapter of the Appraisal Institute)	2 hrs CE
AAL.272 – Overview of American Residential Architectural Styles (CT Chapter of the Appraisal Institute)	2 hrs CE
AAL.273 – Quantitative Analysis Concepts for Appraisers (Massachusetts Board of Real Estate Appraisers)	7 hrs CE
AAL.274 – Appraising Waterfront Properties (Massachusetts Board of Real Estate Appraisers)	7 hrs CE

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the above mentioned schools/courses as submitted.

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

None

**ADJOURN**

It was moved by Commissioner Hawkins, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 10:17 a.m.

Respectfully submitted,  
Robin Washbond  
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, January 10, 2018 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.