

**STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
May 9, 2007**

The meeting of May 9, 2007 was called to order by Christopher Italia, Chairman at 8:32 A.M. in Room 126 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: Christopher Italia, Chairman (Cert. Gen. App. - 1sr District)  
Nicholas J. Tetreault (Cert. Gen. App - 3<sup>rd</sup> District)  
Francis Buckley, Jr. (Cert. Gen. App. - 2<sup>nd</sup> District)  
Sean T. Hagearty (Cert. Gen. App. - 2<sup>nd</sup> District)  
Russell Hunter (Public Member – 5<sup>th</sup> District)  
Gerald Rasmussen (Cert. Gen. App. - 4<sup>th</sup> District)  
Norris Hawkins (Public Member – 1<sup>st</sup> District)

Commission Members Absent:

Commission Vacancies: One Public Member

Commission Counsel Present: None

DCP Staff Present: Sallie R. Pinkney, Board Secretary  
Timothy Keefe, Real Estate Examiner  
Lauren Rubino, Real Estate Supervisor  
Vicky Bullock, Attorney  
Linda Roberts, Executive Assistant  
Tanya Washington, Paralegal,

Public Present: Bob Farina Joe Kubachka  
Judi McIntyre Jim Kyle  
Joseph Czarkowski William Cochrane  
Joseph Muzyk Daniel Sutula  
William Stratton Terrence Stegner  
Eugene Leone

Note: The administrative functions of this Commission are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information please call Timothy Keefe, Real Estate Examiner and Real Estate Appraisal Commission Administrator, at (860) 713-6151 or visit [www.ct.gov/dcp](http://www.ct.gov/dcp).

**1. REVIEW MINUTES OF PREVIOUS MEETINGS**

- a. The Minutes of April 11, 2007 was reviewed.  
**Com. Buckley motioned to approve the Minutes of Meeting for April 11, 2006. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**

**2. CONSIDERATION FROM TRADE PRACTICE DIVISION**

- a. **CE Audit Update – May 9, 2007**  
Leone, Eugene RCR 912 – Late taking his CE Course, and is seeking a waiver of fine for Nine Hundred Dollars (\$900.)  
**Com. Hagearty motioned to reduce the fine to Four Hundred & Fifty Dollars (\$450.) Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**

**17 Appraisers have been forwarded to Legal.**  
**17 Compliance/revocation notices has been sent for 6/15/07**  
**20 Licensees are in the process of taking courses and paying fines**  
**102 Licensees paying fines for late or missing certificates**  
**139 appraisers have been audited (7.5%)**  
**12 Monthly deposit sheets**  
**\$70,250.00 in fines have been collected to date.**

- b. Complaint Update  
Two New Licensees for the month of May was added  
There was a brief discussion of Appraisers appraising their own property.

Discussion regarding BPO being done by a Real Estate Brokers, and charging fees.  
The Commission concluded that the direction on how to address the issues should come from Elisa Nahas, Administrative Attorney.

Tanya Washington – Paralegal presented 2 Consent Agreements for signature.

**3. PROVISIONAL APPRAISER LICENSEING/NOTIFICATION**

**Com. Buckley motioned to go into Executive Session at 9:17 a.m. until 9:21 a.m. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**

- a. Czarkowski, Joseph A. – Requesting to stop-the-clock from 04/05 due to medical reasons. **Com. Rasmussen motioned to Stop-the-Clock on his Provisional License. Retro active 4/1/05. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**
- b. DiGiovanna, John B. – Seeking a 6 month extension on his provisional License to complete his testing requirements. **Com. Tetreault motioned to extend his Provisional License until 11/20/07. Com. Hagearty 2<sup>nd</sup>, and the vote carried unanimously.**
- c. Knecht, Phillip – Seeking pre-licensing educational equivalency for course taught at Capitol Community College to qualify for his Provisional License. **Com. Hagearty motioned to grant him 75 hours of Pre-Licensing education for courses taught at Capitol Community College. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**

- d. LaPointe, Elizabeth – Requesting to stop-the clock on her Provisional License. **Com. Hagearty motioned to Stop-the-Clock on her Provisional License effective 5/9/07. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**
- e. McIntyre, Judith – Seeking to sit for the exam a 5<sup>th</sup> time, and be granted a 6 month extension on her Provisional License. **Com. Rasmussen motioned to grant her the opportunity to take the state appraisal exam for a 5<sup>th</sup> time, and grant her a ninety day (90) extension. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**
- f. Safier, Ewa D. – Seeking an extension on her Provisional License due to personal matters. **Com. Tetreault motioned to grant her a 6 month extension on her Provisional License effective 5/1/07 – 11/01/07. Com. Hunter 2<sup>nd</sup>, and the vote carried unanimously.**
- g. Stegner, Terrence – Seeking and 6 month extension on his Provisional License, and permission to take the exam for the 5<sup>th</sup> time. **Com. Rasmussen motioned to grant him the opportunity to take the exam for a 5<sup>th</sup> time, and extend his Provisional License for 6 months. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**
- h. Stratton, William – Granted an extension at the 3/07 meeting, extension expire on 4/30/07. Need an additional 30 days to get approval of his application, and to take the RCR exam. **Com. Buckley motioned to grant him a 6 month extension effective 5/1/07. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**

#### **4. REQUESTING EQUIVALENT CONTINUING EDUCATION CREDIT**

- a. Pollock, Harold – Seeking continuing education equivalency for seminar taken in NY. **Com. Hagearty motioned to grant him 7 hours Continuing education equivalency. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**

#### **5. NEW BUSINESS**

- a. Correspondence from Linda Dick – re: CAP approval discussion was reviewed
- b. Discussion of pre-licensing approval courses prior to January 1, 2008. **Com. Hagearty motioned to have DCP Staff investigate the status of all existing Pre-License courses to assure the material is CAP approved, and notify schools in they are not in compliance.**

## **6. OLD BUSINESS**

- c. Results of discussion of file retention with Jenny Tidwell. Tim reported that DCP do not have to keep samples once they have been approved by the Commission.
- d. Shelby Jackson – **Com. Buckley motioned to add Mr. Jackson to the agenda. Com. Hunter 2<sup>nd</sup>, and the vote carried unanimously. Mr. Jackson was table at last months meeting. The Commission reviewed the summary from Tim Keefe to demonstrate the consistencies of how exception to fines was handled. Com. Buckley motioned that the summary showed no exceptions was made unless there was a medical hardship or individuals had taken the incorrect course. The fine is still \$1,000. Com. Hunter 2<sup>nd</sup>, and the vote carried unanimously.**
- e. Gary Olcha – **Com. Buckley motioned to add Mr. Olcha to the agenda. Com. Hagearty 2<sup>nd</sup>, and the vote carried unanimously. Mr. Olcha submitted medical documentation to Tim Keefe stating that he is unable to travel. He also stated that he is providing Electronic sponsorship to his Provisional Licensees. He will attend a meeting as soon as he is medically fit.**

## **7. APPLICATION FROM LICENSE SERVICES**

- a. Calise, Michael – RCR applicant – seeking equivalency for Principle & Practice course that he taught prior to 2000. **Com. Hagearty motioned to deny his request. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**
- b. Donner, Donald R. – RCG applicant, seeking educational equivalency for course taken at UConn. **Com. Tetreault motioned to approve 30 hours of educational credit for each course numbers 232 and 233 for educational equivalency. Com. Hagearty 2<sup>nd</sup>, and the vote carried unanimously.**
- c. Daniel, Paul S. – Former CT Appraiser, seeking to obtain a new RCG license in CT without a meeting the CT Appraisal requirements. **Com. Buckley motioned to table this agenda item. Com. Hagearty 2<sup>nd</sup>, and the vote carried unanimously.**
- d. Gottmeier, Rachel L. – RCG applicant need CREAC to review log of her completed Appraisal. **Com. Hagearty motioned to approve her logs. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**
- e. Hanlon, Daniel J., III – License from other states, seeking a RCG in the state of CT. **Com. Hagearty motioned to approve his application for RCG License. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously.**
- f. Kubachka, Joseph Jr. – RCR applicant, seeking 567 hours of Appraisal log equivalency for 2 years of re-evaluation work. **He can take the exam under the segmented method. He must meet the requirements prior to Jan, 09.**

- g. Mulready, Brian T.- RCG applicant, need CREAC to review Appraisal samples. **Com. Buckley motioned to table this agenda item. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**
- h. Mulready, Susan M. - RCG applicant, need CREAC to review Appraisal samples. **Com. Hagearty motioned to approve her appraisal samples. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**
- i. Muzyk, Joseph J. – RCR applicant. CREAC requested Mr. Muzyk, and his RCR supervisors (Sharon Deming & William H. Conchrane) attend a CREAC Meeting to discuss his Sales Ratio Work. **Com. Hagearty motioned to approve his application. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**
- j. Sutula, Daniel P. – RCG applicant. Short 15 hours of classroom time to meet the educational hours. Held a CT General Certified License in 1996. **Com. Tetreault motioned to add Mr. Sutula to the agenda. Com. Hagearty 2<sup>nd</sup>, and the vote carried unanimously. Com. Hagearty motioned to approve his application for RCG subject to final review of samples by DCP staff. Com. Tetreault 2<sup>nd</sup>, and the vote carried unanimously.**

**8. APPROVED REAL ESTATE APPRAISAL COURSE APPLICATIONS**

- a. Appraisal & Real Estate School of Connecticut
  - 1. Income Approach Course Online 7 Hours CE
  - 2. Sales Comparison Approach Online 7 Hours CE
  - 3. Residential Cost Approach Online 7 Hours CE
  - 4. 2006 7 Hour USPAP update 7 Hours CE
- b. Connecticut Real Estate Academy
  - 1. The Cost Approach to Value 3 Hours CE
  - 2. Identity Theft in RE & Appraisal 3 Hours CE
  - 3. Mandatory Appraisal Law Update 3 Hours CE
  - 4. Mandatory Appraisal Law online 3 Hours CE
- c. Massachusetts Board of Real Estate Appraisers
  - 1. Advanced Residential Applications & Case Studies 15 Hours PL
- d. MidState Business & Real Estate Training Center
  - 1. Like Kind Exchanges 3 Hours CE
- e. The American Society of Farm Managers & Rural Appraisers, Inc.
  - 1. Advanced Rural Case Studies

- f. CCIM Institute
  - 1. Current Issues in Real Estate II 3 Hours CE

- 1. **New Haven Real Estate**
  - a. Land Development or Open Space Conservation
  - b. Dealing with Distressed Properties
- 2. **Massachusetts Board of Real Estate Appraisers**
  - a. Original Appraiser Income Approach I
- 3. **A Professional Valuation & Real Estate School**
  - a. Basic Appraisal Principles PL
  - b. Basic Appraisal Principles CE
  - c. Basic Appraisal Procedures CE
  - d. Basic Appraisal procedures PL
- 4. **Cooke Real Estate School Headquarters INC. School Application**
  - a. Cost approach
  - b. Sales Comparison Approach
  - c. 2006 USPAP
  - d. Introduction to Commercial Appraisal **Granted 3 hours only**
- 5. **McKissock LP**
  - a. Basic Appraisal Procedures Online
- 6. **CT Chapter of the Appraisal Institute**
  - a. Mandatory CT Real Estate Appraisal Law Update

**Com. Tetreault motioned to approve the schools and course applications for May 9, 2007. Com. Rasmussen 2<sup>nd</sup>, and the vote carried unanimously.**

**9. ADJOURN**

**Com. Hagearty motioned to adjourn the meeting. Com. Buckley 2<sup>nd</sup>, and the vote carried unanimously. Meeting adjourned at 11:29 a.m.**

Respectfully submitted,

Sallie Pinkney  
Commission Secretary

**The next meeting of this Commission is scheduled for Wednesday, May 9, 2007 in Room 126**