

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
October 12, 2016**

The meeting was called to order by Commissioner Baron, at 8:30 a.m. in Room-126 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.

Commission Members Present: 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: Gerald Rasmussen (Cert. Gen. App. – 4<sup>th</sup> District)

Commission Vacancies: Certified General Appraiser  
Public Member (2)

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille  
Vicky Bullock  
Robin Washbond

Public Present: James Calciano Daniel Simoes  
Nicholas Gardner Steven Miller  
Rick Hermonot  
Jim Gothreau

**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)  
Division E-Mail: [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

## **MINUTES OF PREVIOUS MEETINGS**

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the September 14, 2016 CT Real Estate Appraisal Commission meeting.

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

None

## **NEW APPLICANTS**

### **Lia Digioia, RCR applicant - Approval of logs & sample selection**

Real Estate Examiner Linda Kieft-Robitaille reported to the Commission that there has been no communication from Ms. Digioia for several months therefore the Commission took no action and this matter will be removed from the agenda.

### **Daniel Simoes, RCR applicant - Review of samples**

It was moved by Commissioner Sepso, Commissioner Galvin 2<sup>nd</sup>, and the motion carried unanimously to have Mr. Simoes reappear before the Commission at the November 9, 2016 meeting with three current (2016) reports and complete work files, one report must be a multi-family, for review by the Commission.

### **Steven Miller, RCG applicant - Review of samples**

It was moved by Commissioner Galvin, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously that Mr. Miller reappear before the Commission at the November meeting and provide a revised log which shows a breakdown of restricted versus narrative reports and submit one residential report and three commercial reports which include Cost Approach, Sales Comparison and Income Approach for review by the Commission.

### **Nicholas Gardner, RCG applicant - Review of samples**

It was moved by Commissioner Galvin, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the samples.

### **Vincent O'Brien, RCG applicant - Approval of logs & sample selection**

It was moved by Commissioner Galvin, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to not approve the logs due to the '*Description of Applicant's Work Performed*', '*Scope of Supervising Appraiser's Review*', '*Scope of Supervising Appraiser's Supervision*' and '*Number of Actual Hours*' don't make sense relative to what the Commission has seen; and request that Mr. O'Brien submit a new log and appear before the Commission with his sponsor at the November meeting.

## **NEW BUSINESS**

### **National Registry Report**

Examiner Linda Kieft-Robitaille reported that all continuing education fines received by the Department were uploaded to the National Registry.

### **Richard Seman, RCR - Seeking 6 hours equivalent education for CAAO course: Estimating Market Value on Leased Properties**

It was moved by Commissioner Galvin, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to table this matter until details of the course are provided.

## **OLD BUSINESS**

### **CE Audit Update**

Examiner Linda Kieft-Robitaille reported that two licensees remain outstanding and have until November 30<sup>th</sup> to pay their CE fines.

## **SCHOOL AND COURSE APPLICATIONS**

AAL.103 – Keynote/Industry Update/Big Data (Allterra Group LLC)	7 hrs CE
AAL.104 – Fannie Mae Updates/Appraisal Best (Allterra Group LLC)	7 hrs CE
AAL.105 – Review Case Studies – Residential (Appraisal Institute)	15 hrs CE
AAL.106 – Residential & Commercial Valuation of Solar (Appraisal Institute)	15 hrs CE
AAL.107 – The Income Approach: An Overview -online (McKissock, LLC)	7 hrs CE
AAL.108 – Residential Property Inspection for Appraisers –online (McKissock, LLC)	7 hrs CE
APR.51 – Residential Market Analysis Highest & Best Use - online (McKissock, LLC)	15 hrs PL
AAL.109 – 2016-2017 7-Hour Equivalent USPAP Update Course-online (Calypso Continuing Education)	7 hrs CE

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

AAL.110 – Even Odder – More Oddball Appraisals – online 7 hrs CE  
(McKissock, LLC)

AAL.111 – Income Capitalization Overview- online 7 hrs CE  
(OnCourse Real Estate, Inc. dba Career Webschool)

AAL.112 – Cost Approach Overview-online 7 hrs CE  
(OnCourse Real Estate, Inc. dba Career Webschool)

APR.52 – Advanced Residential Applications and Case Studies-online 15 hrs PL  
(McKissock, LLC)

APR.53 – Residential Sales Comparison and Income Approach-online 30 hrs PL  
(On Course Real Estate, Inc. dba Career Webschool)

It was moved by Commissioner Baron, Commissioner Hawkins 2<sup>nd</sup> and the motion carried unanimously to approve the above mentioned courses as presented and that AAL.109 is approved subject to receipt of the approval certificates.

It was moved by Commissioner Sepso, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to approve AAL.77, Appraisal Subject Matter Electives (McKissock LLC) for 20 hours PL.

(AAL.77 - previously applied and approved as CE course at July meeting but should have been PL course)

### **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 10:22 a.m.

Respectfully submitted,  
Robin Washbond, Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, November 9, 2016 at 8:30 a.m. - Room 126