

**STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION
Minutes of Meeting
April 9, 2008**

The meeting of April 9, 2008 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)
Nicholas J. Tetreault (Cert. Gen. App - 3rd District)
Francis Buckley, Jr. (Cert. Gen. App. - 2nd District)
Sean T. Hagearty (Cert. Gen. App. - 2nd District)
Russell Hunter (Public Mem – 5th District) out @ 1:05 p.m.
Gerald Rasmussen (Cert. Gen. App. - 4th District)
Norris Hawkins (Public Member – 1st District)
Fay Sheppard (Public Mem– 4th District) out @ 11:47 a.m.

Commission Members Absent:

Commission Vacancies: None

Commission Counsel Present: None

DCP Staff Present: Sallie R. Pinkney, Board Secretary
Timothy Keefe, Board Administrator,
Vicky Bullock, Principal Attorney

Public Present: Munira Kingdollar Peter Kilbride

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

1. REVIEW MINUTES OF PREVIOUS MEETINGS

- a. The Minutes of March 12, 2008 was reviewed. **It was moved by Commissioner Hagearty, Commissioner Rasmussen 2nd, and the vote carried to approve the minutes as amended.**

2. CONSIDERATION FROM LEGAL DIVISION – presented by Attorney Vickly Bullock

- a. Formal Hearing In the Matter of Peter M. Kilbride. Docket No 08-214 – was presented. The Commission will render a decision at the next meeting (May 14, 2008)

3. PROVISIONAL APPRAISER LICENSEING/NOTIFICATION

- a. Joanne Lehning RSP 1143 requesting a retroactive 6 month extension of her four year Provisional cycle to run from 12/2/07 – 6/2/08. **It was moved by Commissioner Tetreault, Commissioner Buckley 2nd, and the vote carried to grant her a 6 month extension on her Provisional License effective 12/2/07 – 6/2/08.**
- b. Richard Balanda RSP:1518 requesting a one year extension of his four year Provisional cycle. **No action required.**
- c. It was moved by Commissioner Hagearty, Commissioner Buckley 2nd, and the voted add Miunira Kingdollar to the agenda she is seeking to stop-the-clock on her Provisional License. **It was moved by Commissioner Tetreault, Commissioner Hunter 2nd, and the vote carried to stop-the-clock on her Provisional License retroactive from 2005. She must also complete a new application, and complete 20 hours of Continue Education, and the Mandatory Courses must be included in the 20 hours when starting the clock again.**

4. NEW BUSINESS

- a. Student Appraiser Guide available through The Appraisal Foundation was reviewed.
- b. Recommended format for new appraisal logs from the state of **Florida** for Commission review was reviewed.
- c. Correspondence re: **Fannie Mae/Freddie Mae** was reviewed
- d. PSI Examination Appraiser Examination Results for the 1st quarter was reviewed.
- e. CT Appraiser Examination Statistics Summary was reviewed.

5. OLD BUSINESS

- a. Report from Commissioner Rasmussen on the Provisional time limits was discussed, **It was moved by Commissioner Buckley, Commissioner Tetreault 2nd, and the vote carried to direct the Legal Division to extend the Provisional License for a six year peroid, and a annual fee increase of \$100.**

- b. Correspondence from Ginger Chick re: Provisional time limits
- c. Review of Appraisal Statues & Regs re: section 20-512-6 & 17 CE course content.

6. APPLICATION FOR APPROVAL

- a. Terrance Stegner RCR:1703, Commission to review log. **It was move by Commissioner Hagearty, Commissioner Buckley 2nd, and the vote carried to approve the logs of the applicant.**
- b. Lewis S. Meriwether RSP 1641 resubmitting a new sample of a commercial appraisal as requested by the Commission. **It was moved by Commissioner Buckley, Commissioner Tetreault 2nd, and the vote carried to table his application until more reports re: Approaches To Value can be submitted.**

7. APPROVED REAL ESTATE APPRAISAL COURSE APPLICATIONS

a. Appraisal Institute

- i. USPAP online 7 hours CE
- ii. Appraisal Review Seminar – General 7 hours CE
- iii. Fore-Casting Revenue online/classroom 7 hours CE
- iv. Residential Site Valuation & Cost Approach 15 hours CE/PL
- v. Residential Sales Comparison & Income Approach 30 hours CE/PL
- vi. General Appraiser Income Approach, Part 1 & 2 30 hours CE/PL
- vii. Liability Management for Residential Appraisers 7 hours CE
- viii. Quality Assurance in Residential Appraisals 7 hours CE
- ix. Subdivision Valuation 7 hours CE
- x. Appraising from Blueprints & Specifications online 7 hours CE
- xi. Business Practice & Ethics online 8 hours CE
- xii. Internet Search Strategies for Real Estate online 7 hours CE
- xiii. Basic Appraisal Principles 30 hours CE/PL
- xiv. Basic Appraisal Procedures 30 hours CE/PL
- xv. Residential Design; The Making of a Good House 7 hours CE
- xvi. Reviewing Residential Appraisal & Using Fan-Mae Forms 7 hours CE

b. Appraisal Institute CT Chapter

- i. Valuation Issues Which Arise in Tax Appeal 2 hours CE

c. Appraisal Institute Rhode Island Chapter

- i. Evaluating Residential Construction 8 hours CE
- ii. Evaluating Commercial Construction 16 hours CE

d. Dynasty School

- i. The Mortgage Industry Today 3 hours CE

e. Allied Business Schools, Inc.

- i. Appraiser’s Guide To Real Estate Principles 15 hours CE
- ii. Appraiser’s Guide To Real Estate Law 15 hours CE
- iii. Appraiser’s Guide To Property Management 15 hours CE

f. American Society of Farm Managers & Rural Appraisers

- i. Introduction to Appraisal Review 14 hours CE

- g. **McKissock, LP**
 - i. Residential Report Writing 7 hours CE
- h. **VAN Education Center**
 - i. Uniform Residential Appraisal Report online 8 hours CE
- i. **University of Connecticut (Annual School for CT Assessors/Boards of Assessment Appeals)**
 - i. CCMA III (income approach) 7 hours CE
 - ii. CCMA 11B (approach to valuation techniques) 7 hours CE
 - iii. CCMA 11A (introduction to appraisal principles) 7 hours CE
 - iv. CCMA IA (assessment administration) 7 hours CE
 - v. CCMA 1B (assessment valuation) 7 hours CE

It was moved by Commissioner Rasmussen, Commissioner Tetreault 2nd, and the vote carried to approve the schools as amended.

8. ADJOURN

It was moved by Commissioner Buckley, Commissioner Hawkins 2nd, and the vote carried to adjourn the meeting. The Meeting adjourned at 11:45 a.m.

Respectfully submitted,

Sallie Pinkney
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, May 9, 2008 in Room 126