

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
April 10, 2013**

The meeting was called to order by Christopher Italia, Chairman, at 8:27 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)  
Gerald Rasmussen (Cert. Gen. App. – 4<sup>th</sup> District)  
(Attended meeting by conference call)

Nicholas J. Tetreault (Cert. Gen. App. - 3<sup>rd</sup> District)  
Francis Buckley, Jr. (Cert. Gen. App. - 2<sup>nd</sup> District)  
Norris Hawkins (Public Member - 1<sup>st</sup> District)  
John Parda (Public Member - 5<sup>th</sup> District)

Commission Members Absent: Sean T. Hagearty (Cert. Gen. App. - 2<sup>nd</sup> District)

Commission Vacancies: One Public Member

Commission Counsel Present: None

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

Public Present: Deb Gedney  
Christine Milici  
Nancy Cochrane  
Jesse Merly  
Lauren Darling  
William Donovan  
Frank Silvia IV  
William Henry

**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](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 Buckley, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the March 13, 2013 CT Real Estate Appraisal Commission meeting.

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

None

## **NEW APPLICANTS**

### **Lauren Darling, RCR applicant – Review of samples**

It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to table this matter until the May 8, 2013 meeting. Ms. Darling must submit to DCP three of her most recent appraisals that were co-signed with Joshua Martin, and she must reappear before the Commission with Joshua Martin on May 8, 2013.

*It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to add Jesse Merly to the agenda.*

### **Jesse Merly, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Italia, Commissioner Buckley 2<sup>nd</sup>, and the motion carried unanimously to grant a one-year extension to April 30, 2014.

*It was moved by Commissioner Italia, Commissioner Buckley 2<sup>nd</sup>, and the motion carried unanimously to add William Donovan to the agenda.*

### **William Donovan, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Italia, Commissioner Buckley 2<sup>nd</sup>, and the motion carried unanimously to grant a one-year extension to April 30, 2014 contingent upon Mr. Donovan completing the 15-hour USPAP course.

### **Deborah Gedney, RCR applicant – Review of samples**

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

### **Pamela Riley, RSP – Requesting extension of Provisional License**

This matter was tabled to the May meeting.

### **Christine Milici, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Tetreault, Commissioner Parda 2<sup>nd</sup>, and the motion carried unanimously to grant a one-year extension to April 30, 2014.

**Frances MacDonald, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Tetreault, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to grant a one-year extension to April 30, 2014.

**Frank Silvia IV, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Italia, Commissioner Buckley 2<sup>nd</sup>, and the motion carried unanimously to grant a 90-day extension. Mr. Silvia must complete the 15-hour USPAP course.

It was moved by Commissioner Tetreault, Commissioner Parda 2<sup>nd</sup>, and the motion carried unanimously to approve the logs.

**Nancy Cochrane, RSP – Requesting extension of Provisional License**

It was moved by Commissioner Tetreault, Commissioner Buckley 2<sup>nd</sup>, and the motion carried unanimously to grant a one-year extension to April 30, 2014. Ms. Cochrane must complete the 15-hour USPAP course.

**REQUESTING EQUIVALENT EDUCATION CREDIT**

*It was moved by Commissioner Italia, Commissioner Buckley 2<sup>nd</sup>, and the motion carried to add Nicholas Tetreault to the agenda. Commissioner Tetreault recused himself from this matter.*

**Nicholas Tetreault – Requesting CE credit for 4 hour Appraisal Institute course**

It was moved by Commissioner Italia, Commissioner Parda 2<sup>nd</sup>, and the motion carried to approve the 4 hour course, *Online Supervising Appraisal Trainee*.

Commissioner Tetreault recused himself from this matter.

**OLD BUSINESS**

**James Mansfield, RCG applicant from Ireland – Update from ASC**

Examiner Linda Kieft-Robitaille contacted the Appraisal Subcommittee (ASC) for guidance on the licensing requirements for James Mansfield. She stated that the ASC requires that all 'experience' must be USPAP compliant and to review log and sampling of Mr. Mansfield's appraisal work to determine if the reports are USPAP compliant. Commissioner Rasmussen will explore this matter further and report back to the Commission.

## **LEGAL**

### **William Henry**

It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously that Mr. Henry must provide the March samples by April 25<sup>th</sup>, that a response to the complaint '366 Central Ave', must be received by April 25<sup>th</sup>, that payment must be made today to the State for copies made, and that by April 25<sup>th</sup> Mr. Henry must either join the MLS or demonstrate with a high level of confidence that he has a legitimate data source for appraisal work.

## **SCHOOL AND COURSE APPLICATIONS**

### **American Society of Farm Managers and Rural Appraisers**

General Market Analysis and Highest & Best Use (A290)	18 hrs CE
Sales Comparison Approach for General Appraisers (A302)	18 hrs CE

### **Appraisal Institute**

General Appraiser Income Approach, Part 1	30 hrs PL
General Appraiser Income Approach, Part 2	30 hrs PL
General Appraiser Site Valuation & Cost Approach	18 hrs CE

### **McKissock, LP**

Relocation Appraisal and the New ERC Form (on-line)	6 hrs CE
Live Webinar: Understanding the Uniform Appraisal Dataset	3 hrs CE
Deriving and Supporting Adjustments	7 hrs CE
The Nuts and Bolts of Green Building for Appraisers (on-line)	3 hrs CE
Introduction to Legal Descriptions (on-line)	2 hrs CE

### **Massachusetts Board of Real Estate Appraisers**

Golf Course Valuation Issues	7 hrs CE
Restaurant Valuation Issues	7 hrs CE
Housing – Fairness for All (on-line)	4 hrs CE
Green in Residences and Appraisals (on-line)	7 hrs CE
Appraisal Review of Residential Properties (on-line)	4 hrs CE

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

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

None

**ADJOURN**

It was moved by Commissioner Italia, Commissioner Tetreault 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 10:13 a.m.

Respectfully submitted,

Robin Washbond  
Commission Secretary

**The next meeting of this Commission is scheduled for Wednesday, May 8, 2013 at 8:30 a.m. – Room 119**