

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
October 11, 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)  
Linda M. Sepso (Cert. Res. App. – 3<sup>rd</sup> District) (via teleconference)  
Norris Hawkins (Public Member – 1<sup>st</sup> District)

Commission Members Absent: Shawna M. Baron (Cert. Res. App. – 5<sup>th</sup> District)

Commission Vacancies: Certified General Appraiser  
Public Member (2)

Commission Counsel Present: None

DCP Staff Present: Linda Kieft-Robitaille                      Richard M. Hurlburt  
Vicky Bullock  
Robin Washbond

Public Present: Sanford Moye  
Dale Wortham  
John Morgan

**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 Hawkins, Commissioner Galvin 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the September 13, 2017 CT Real Estate Appraisal Commission meeting as amended.

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

Richard M. Hurlburt, Director of Occupational and Professional Licensing, informed the Commission that the Administrative Hearings refresher training will be offered again for those who were unable to attend the previous classes.

## **NEW APPLICANTS**

### **Sanford Moye, RCR Applicant – Review and approval of samples**

Mr. Moye appeared before the Commission with his sponsor, Dale Wortham. It was moved by Commissioner Galvin, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to approve the samples.

## **NEW BUSINESS**

### **Appraisal Subcommittee – Proposed Revised Policy Statements for Comment**

Examiner Linda Kieft-Robitaille informed the Commission that the ASC encourages comment on a proposal to revise ASC Policy Statements and their comments must be received on or before November 20, 2017.

## **OLD BUSINESS**

### **National Registry Report**

Ms. Kieft-Robitaille advised the Commission that there was no disciplinary action to report this month.

Ms. Kieft-Robitaille informed the Commission that The Final Rule pertaining to the Collection and Transmission of Annual AMC Registry Fees was published in the September 25, 2017 issue of the Federal Register.

### **Mandatory Appraisal Law Course**

Ms. Kieft-Robitaille reported that the revised mandatory course is complete and has been distributed to the approved schools. The approved schools have been advised that the course may not be altered and becomes effective October 15, 2017.

## **REQUESTING EQUIVALENT EDUCATION CREDIT**

It was moved by Commissioner Hawkins, Commissioner Rasmussen 2<sup>nd</sup>, and the motion carried unanimously to add William Napoletano, John DiGiovanna and Erin O'Connell to the agenda under Equivalent Education Credit.

### **Erin O'Connell – Seeking equivalent education credit for 2B CCMA course**

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to grant 18 hours credit.

### **William Napoletano – Seeking equivalent education credit for Income Workshop by IAAO.**

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to grant 12 hours credit subject to review by Commission.

### **John DiGiovanna – Seeking equivalent education credit for IAAO Annual International Conference on Assessment Administration.**

It was moved by Commissioner Rasmussen, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to grant 6 hours credit.

## **LEGAL**

- Attorney Vicky Bullock commented on the Administrative Hearings training and stated that as a result of the training, the process for hearings will change in terms of notice and providing the respondent with the opportunity to provide his documentation prior to the actual hearing date. Attorney Bullock added that the Department is making changes to the hearing process in order to streamline and achieve uniformity among all DCP boards and commissions.
- Attorney Bullock informed the Commission that after review of Department procedures concerning background checks, it appears that the State is in compliance with the AQB requirements.

## **SCHOOL AND COURSE APPLICATIONS**

AAL.238 – Appraisal Law Update with Supervisory/Provisional Appraisal Education (The Dares Institute)	3 hrs CE
APR.93 – Integrated Approaches to Value (A204) (American Society of Farm Managers and Rural Appraisers)	30 hrs PL
AAL.239 – Integrated Approaches to Value (A304) (American Society of Farm Managers and Rural Appraisers)	27 hrs CE

AAL.240 – 2018-2019 7-Hour National USPAP Update Course (McKissock)	7 hrs CE
AAL.241 – 2017 Appraisal Summit & Expo, No.217-Day 1 (The Columbia Institute/Corelogic)	7 hrs CE
AAL.242 – 2017 Appraisal Summit & Expo, No.217-Day 2 (The Columbia Institute Corelogic)	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.243 – 2018-2019 7-Hour National USPAP Update Course (on-line) (McKissock)	7 hrs CE
AAL.244 – Supervisory Appraiser / Trainee Appraiser Course (Appraisal Institute)	4 hrs CE
AAL. 245 – Appraisal Review of Residential Properties (on-line) (The Columbia Institute/Corelogic)	7 hrs CE
AAL.246 – Cost Approach to Value (Connecticut Real Estate Academy)	3 hrs CE
AAL.247 – Identity Theft in Real Estate and Appraisal (Connecticut Real Estate Academy)	3 hrs CE
AAL.248 – An Overview of the Appraisers Roolas an Expert Witness (Connecticut Real Estate Academy)	3 hrs CE
AAL.249 – Home Safety Concerns in Real Estate and Appraisal (Connecticut Real Estate Academy)	Denied
AAL.250 - Environmental Issues in Real Estate (Connecticut Real Estate Academy)	3 hrs CE
AAL.251 – Construction Details, Concept to Completion (on-line) (Calypso Continuing Education)	7 hrs CE
AAL.252 – USPAP 7 2018-2019 (The Dares Institute)	7 hrs CE
AAL.253 – The Impact of Floods (Connecticut Real Estate Academy)	3 hrs CE

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

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

John Morgan appeared before the Commission to express his interest in becoming a public member of the Appraisal Commission.

### **ADJOURN**

It was moved by Commissioner Hawkins, Commissioner Galvin 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 9:40 a.m.

Respectfully submitted,  
Robin Washbond  
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, November 8, 2017 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.