

**STATE OF CONNECTICUT  
CONNECTICUT REAL ESTATE APPRAISAL COMMISSION  
Minutes of Meeting  
April 10, 2019**

The meeting was called to order by Commissioner Gerald 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)  
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: None

Commission Vacancies: Certified General Appraiser  
Public Member (2)

Commission Counsel Present: Alan Ponanski, Assistant Attorney General  
(arrived at 10:30 AM)

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

Public Present: Trevor Gonzalez  
John Watkins Jr  
Angela Haggerty  
Frank Tedosio  
Jason Goncalves  
Michael Prenete  
John Huwe

**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 Sepso 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the December 12, 2018 CT Real Estate Appraisal Commission meeting.

It was moved by Commissioner Sepso, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to approve the minutes of the March 13, 2019 CT Real Estate Appraisal Commission meeting.

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

Commissioner Rasmussen commented that 25 years ago this month (April) he attended his first Commission meeting as a member of the CT Real Estate Appraisal Commission.

## **ASC**

### **National Registry Report**

Examiner Linda Kieft-Robitaille stated that there were no disciplinary actions to report this month.

It was moved by Commissioner Baron, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to add Trevor Gonzalez to the agenda under New Business, and add AAL.444 to the agenda under Schools and Courses.

## **NEW BUSINESS**

### **Danielle Ferrari, RCR Applicant - Seeking log approval & sample selection**

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the logs. Samples were selected.

### **John Digiovanna - Seeking 18 hours equivalent education credit for IAAO Course 201: *Appraisal of Land***

It was moved by Commissioner Baron, Commissioner Sepso 2<sup>nd</sup>, and the motion carried unanimously to approve 18 hours equivalent education credit.

### **Paul Champagne - Seeking 12 hours equivalent education credit for NMHC 2019 Conference**

It was moved by Commissioner Galvin, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve 12 hours equivalent education credit.

### **Trevor Gonzalez – Seeking extension of his 6 year Provisional License**

Mr. Gonzalez appeared before the Commission. His Provisional license will expire in August 2019.

The Commission asked Examiner Linda Kieft-Robitaille to reach out to Jenny Tidwell, ASC, for clarification of the Commission's options concerning this matter.

It was moved by Commissioner Sepso, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to add John Huwe to the agenda under New Business.

### **John Huwe – Seeking extension of his Provisional License**

It was moved by Commissioner Galvin, Commissioner Sepso 2<sup>nd</sup>, and the motion carried to grant a one-year extension to April 30, 2020 and that Mr. Huwe will submit his transcript to the Department along with a plan of how he will complete his appraisal courses and college requirements. Commissioner Baron opposed.

## **OLD BUSINESS**

### **Angela Haggerty, RCR applicant - Sample review**

Ms. Haggerty appeared before the Commission with her supervisor, Frank Teodosio. The Commission unanimously decided that Ms. Haggerty must provide 3 recent reports for review by the Commission, which include cost approach and land value; and that she take a webinar course on developing adjustments (which would count for CE credit) and that she reappear at the June 12<sup>th</sup> meeting with her supervisor.

### **Jason Goncalves, RCR applicant - Sample review**

Mr. Goncalves appeared before the Commission with his supervisor, Michael Preneta. It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the samples.

### **John Watkins, RCG applicant - Sample review**

Mr. Watkins appeared before the Commission. Commissioner Rasmussen abstained from voting in this matter. It was moved by Commissioner Galvin, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the samples.

### **Appraisal Threshold for Commercial Real Estate**

Commissioner Galvin stated that he will be taking part in a phone conference today with the Assistant Attorney General for the Department of Banking and that he will ask, on behalf of the Appraisal Commission, if there is a way that the Banking Commissioner can communicate to the banks that Connecticut is a mandatory state, and that despite the fact that the De minimis thresholds have been raised to \$400,000 for residential and \$500,000 for commercial real estate transactions, and even though they are called evaluations, they are still an appraisal and therefore required to be done by a licensed appraiser, if they are done outside of the bank and being conveyed to the public as an

appraisal. Evaluations done in-house, by someone who is not a licensed appraiser, can give their opinion as the bank, but cannot convey to the public that it is an appraisal.

AAG Alan Ponanski appeared today to confirm Commissioner Galvin's scheduled phone conference.

### **Supervisor Requirements**

Examiner Linda Kieft-Robitaille reported on the supervisor requirements of other states and said she reviewed state regulations from a sampling of 15 states and found that Alabama was the only state to require sample work; a few states require only an application with a fee, some require the completion of affidavit and some require new Supervisors and Provisionals to attend a Commission meeting. Commissioner Sepso reported that the Appraisal Institute offers a decent supervisory appraisal course. Attorney Bullock said the Real Estate Commission uses a training manual and will forward a copy to the Commission. The Commission discussed establishing a policy requiring new Supervisors and Provisionals to attend a Commission meeting. This matter will be added to the May agenda.

### **Webinar Presentations/Requirements**

Commissioner Sepso informed that Commission that she looked into the Zoom platform and found it to be very good, inexpensive and has requested a demo.

### **CE Audit/Fines**

Attorney Bullock stated that she will contact DCP Commissioner regarding the matter of increasing the CE audit fines and will report back to the Commission.

Examiner Kieft-Robitaille stated that the Department is looking into self-reporting of CE requirements which requires licensees to up-load CE certificates at the time of online renewal and that it will expedite the process of CE audits.

## **LEGAL**

### **Legislative/Legal Update**

Attorney Bullock reported that the AQB Criteria changes have been submitted, and are currently in process at Office of Policy and Management (OPM).

## **SCHOOLS AND COURSES**

AAL.460 – Appraisal Institute Annual Conference – Day 1  
(Appraisal Institute)

6 hrs CE

AAL.461 – Appraisal Institute Annual Conference – Day 2 (Appraisal Institute)	4 hrs CE
AAL.462 – General Appraiser Site Valuation and Cost Approach (Appraisal Institute)	18 hrs CE
APR.141 – General Appraiser Site Valuation and Cost Approach (Appraisal Institute)	30 hrs PL
AAL.463 – Introduction to Expert Witness Testimony for Appraisers: To Do or Not to Do (McKissock LLC) on-line	4 hrs CE
APR.142 – General Appraiser Market Analysis Highest and Best Use (McKissock LP) on-line	30 hrs PL
APR.143 – General Appraiser Sales Comparison Approach (on-line) (McKissock LP)	30 hrs PL
APR.144 – General Appraiser Site Valuation and Cost Approach (on-line) (McKissock LP)	30 hrs PL
AAL.464 – Documenting the Appraiser’s Workfile (McKissock, LLC)	3 hrs CE
AAL.465 – Breakfast with the Experts: Appraisal Modernization (Massachusetts Board of Real Estate Appraisers)	2 hrs CE
AAL.466 – Reviewing Residential & Commercial Appraisals (CT Association of Assessing Officers)	3 hrs CE
AAL.467 – Challenges in Affordable Housing Valuation (CT Association of Assessing Officers)	3 hrs CE
AAL.468 – Divorce and Estate Appraisals: Elements of Non-Lender Work (McKissock, LLC) on-line	4 hrs CE
AAL.469 – Appraisal of Manufactured Homes Featuring Next Generation Manufactured Homes (Appraisal Institute)	8 hrs CE
AAL.470 – Fannie Mae Appraisal Guidelines: Debunking the Myths (McKissock LLC) on-line	4 hrs CE

AAL.471 - An Appraiser as an Expert Witness  
(Massachusetts Board of Real Estate Appraisers)

7 hrs CE

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve the above courses with the following changes: AAL.462 is approved for 18 hours CE and AAL.469 is approved for 8 hours CE.

AAL.444 – Financial Institutions Guide to Commercial Appraisal Review  
(Massachusetts Board of Real Estate Appraisers)

7 hrs CE

It was moved by Commissioner Sepso, Commissioner Hawkins 2<sup>nd</sup>, and the motion carried unanimously to approve AAL.444.

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

Commissioner Baron reminded the Commission members to prepare their presentations for the June 3<sup>rd</sup> Assessor Workshop.

### **ADJOURN**

It was moved by Commissioner Sepso, Commissioner Baron 2<sup>nd</sup>, and the motion carried unanimously to adjourn the meeting at 10:45 A.M.

Respectfully submitted,

Robin Washbond  
Commission Secretary

The next meeting of this Commission is scheduled for Wednesday, May 8, 2019 at 8:30 a.m. at 450 Columbus Boulevard, in Hearing Room J, Hartford, CT.