

**Office of Professional Regulation
Real Estate Commission**

Minutes

December 20, 2012 – 9:00 a.m.

Location: Vermont College Campus, 32 College Street, Schulmaier Hall, Montpelier, VT 05602

Commission Members and Staff Present: Maretta Hostetler, Gloria Rice, David Raphael, Michelle Gosselin, Mark Thibeault and Thomas Prindiville **Absent:** Claire Porter **Staff Present:** Terry Gray, Judith Griffen, Colin Benjamin **Public members Present:** Liz Merrill, Randy Mayhew, Robin Jacobs, Rosemary Gingue, Donna Cusson and Teresa Merelman

1. **Education Committee - Met** and reviewed the attached continuing education courses. Please see attached list for approval/denial of all courses submitted.
2. **Full Commission meeting - Called to Order** at 9:05 a.m.
3. **Approved October 25, 2012 minutes with correction**
4. **Case Manager's Report – C. Preston**
There are 85 open cases at this time. Sixteen (16) are ready for an I-Team meeting, ten (10) have been recommended for closing, five (5) are in the intake process, two (2) are waiting responses, one (1) is under appeal, thirty-one (31) are under investigation and twenty (20) have been recommended for charges.
5. **Rules Committee Final Report** – Colin Benjamin presented the final draft of the rules and outlined the process for submitting them for approval and adoption. The Commission motioned to approve the rules and to start the formal process. The Motion carried with one abstention.
6. **Paperless licensure** – C. Winters, Director, and the Commission members discussed a memo from Director Winters regarding OPR's goal of moving to paperless licensure, beginning with the next license renewal cycle. Director Winters outlined the cost savings in postage and staff time, benefits to the environment, and the ease of on-line use for licensees. The Commission made a motion to approve the paperless proposal made by Director Winters. The motion carried unanimously.
7. **New Business**
 - a. Real Estate Noise Disclosure Statement was discussed by Colin and the Commission. The Commission believes this is covered under rules address material facts and does not feel getting involved in this matter will better serve the public.
 - b. The Commission had an informal discussion with Liz Merrill and Robin Jacobs on what they are seeing in their inspector roles. Overall they are getting a good reception from the licensees. There are no glaring problems at this time from the approximately six inspections each has completed.
8. **No Public Comments**
9. **Adjourned at 10:30 a.m.**

Next Scheduled Meeting – January 24, 2013

Real Estate Education Committee
Courses for review
December 20, 2012

Provider/Title	Requested # of Hours	Renewal?	Approved	Approved # of Hours	Denied	Comments
The CE Shop, Inc						
1. Uncle Sam Has Homes for Sale: Listing & Selling HUD Homes	3	N	Y	3		
New Hampshire Association of Realtors						
2. 2-13 Professional Standards Workshop “Do it Right in Real Estate”	4	N	Y	4		
Lynne M. Labombard						
3. Certified Negotiation Expert CNE	8	N	Y	4		
Northwestern Vermont Board of Realtors						
4. It’s a Price War to the Door	7	N	Y	4		
VAR						
5. Fair Housing	6	N	Y	4		
Continuing Ed Express						
6. The Short Sale Investigative Report	3	Tabled				Tabled
Randy Mayhew School of Real Estate						
Vermont Law Study – add two instructors – Liz Merrill and Lynne LaBombard	Instructor approval only		Approved both instructors			