

**Vermont Board of Real Estate Appraisers**  
Corner of State Main in the City Center  
89 Main Street  
3<sup>rd</sup> Floor  
Montpelier, VT 05602

December 4, 2013 at 9:00 a.m.

**Minutes**

**Members Present:** Steve Rocheleau, George Sargeant, Robert Wernecke, Heidi Hayward Urish and Brian Silver, ad hoc member. **Members Absent:** Amy McLellan and Linda Retchin **Staff Present:** Judith Griffen, Colin Benjamin and Peter Comart **Public Members Present:** Dawn Sargeant, Larry Martin, Kyle Martin, Nathan Goddard, Alyth Hescock, Sean Sargeant and Elizabeth Bayne.

1. **Called meeting to order at 9:01 a.m.**
2. **Approved October 7, 2013 minutes as amended.**

3. **Case Manager Report – Carla Preston**

There are 12 Pending cases at this time. One case is pending closing report and here today, three are pending charges, two are set for and I-team meeting, three are in the intake process, two are scheduled for a hearing, one is under investigation at this time.

4. **Closing Reports**

- a. 2013-392 – approved

5. **Hearing/Stipulation**

- a. **9:45 a.m.** - 2013-61 – Default Hearing – Cube Home Inspections and Property Management Services Co. Gabriel Gillman, prosecuting attorney presented the Default Order. The Board motioned and seconded to approve the default order as written. Motion passed unanimously. The board also motioned and seconded to revoke Cube Home Inspections and Property Management Services Co. registration and to fine the company a \$2000.00 penalty. The motion carries unanimously.
- b. **10:00 a.m.** - 2011-627 – Stipulation and Consent – Linda Seville Gabriel Gillman, prosecuting attorney presented the Stipulation and Consent order. The Board motioned and seconded to accept the Stipulation and Consent Order as is and went into deliberative session. Once out of deliberative session the Board voted to approve the Stipulation and Consent Order as written. The vote was unanimous. The motion carries.
- c. **11:00 a.m.** - M2011-1 – Petition for Reinstatement – Peter Levin Gabriel Gillman, prosecuting attorney, and Peter Levin were both present. Mr. Levin and Attorney Gilman both presented all evidence to the Board. The Board went into deliberative session after hearing the case. A written decision will be available within the next couple of weeks.

6. **Applications:**

- a. Russell Smith – upgrade to Certified General – approved
- b. Rosa Benior – upgrade to Certified Residential – approved pending verification of the education courses questioned in November 2011.

## 7. Discussion Items:

Due to the disciplinary cases the Board was unable to discuss in length the discussion items. All discussion items will be on the next agenda for discussion.

- a. ASC Compliance Review
- b. Background checks
- c. Fingerprinting
- d. AMC Legislation – Dodd Frank
- e. Time period for lapsed licenses
- f. Orientation program – AQB required
- g. Trainee licenses and should we change it to Associate Appraiser

## 8. Education courses for review

### McKissock LP

2014-2015 7 Hour National USPAP Update Course for 7/CE - AQB approved – **expires 12-31-15**

The Income Approach for 6/CE - AQB approved – **expires 6-26-16**

The Green Guide to Appraising for 7/CE - AQB approved – **expires 6-7-16**

Advanced Residential Applications & Case Studies for 14/CE & 15/QE - AQB approved – **expires 1-2-17**

Even Odder – More Oddball Appraisals for 7/CE AQB approved – **expires 1-2-17**

Residential Report Writing: More Than Foms for 7/CE – AQB approved – **expires 1-19-17**

Analyze This! Applications of Appraisal Analysis for 4/CE – AQB approved – **expires 10-20-16**

Appraising Manufactured Homes for 7/CE - AQB approved – **expires 12-9-16**

### American Society of Farm Managers and Rural Appraisers

7 Hour National USPAP Course for 7/CE – AQB approved – **expires 12-31-15**

Basic Appraisal Principles for 28/CE & 30/QE – AQB approved – **expires 4-10-15**

Income Approach for General Appraisers Part 1 for 27/CE & 30/QE – AQB approved – **expires 3-11-16**

Advanced Appraisal Review Case Studies for 16/CE – AQB approved – **expires 7-17-15**

Requirements of UASFLA – The Yellow Book – AQB approved – **expires 4-3-14**

Cost Approach for General Appraisers for 27/CE & 30/QE – AQB approved – **expires 4-15-16**

Appraising Manufactured Homes for 7/CE – AQB approved – **expires 12-9-16**

Advanced Market Analysis & Highest & Best Use – for 32/CE & 35/QE – AQB approved – **expires 1-24-15**

International Valuation Standards Overview for 7/CE – denied

Review Theory – General for 30/CE – Approved – **expires 12-4-15**

Review Theory – Residential for 15/CE – Approved – **expires 12-4-15**

Litigation Assignments for Residential Appraisers for 4/CE – Approved – **expires 12-4-15**

Analyze This! Applications of Appraisal Analysis for 4/CE – AQB approved – **expires 10-20-16**

### Vermont Realtors

7 Hour USPAP update for 7/CE – AQB approved – **expires 12-31-15**

Defensible Appraisal Practices for 7/CE – AQB approved – **expires 9-23-16**

### Appraisal Institute

Valuation of Conservation Easements for 33/CE – Approved – **expires 12-4-15**

Unraveling The Mystery of Fannie Mae Appraisal Guidelines for 4/CE – Approved – **expires 12-4-15**

2014-2015 15 Hr National USPAP course for 14/CE & 15/QE – AQB approved – **expires 12-31-15**

2014-2015 7 Hr National USPAP course for 7/CE – AQB approved – **expires 12-31-15**

Condemnation Appraising: Principles & Applications for 22/CE – Steve

Fundamentals of Separating Real Property, Personal Property & Intangible Business for 15/CE – Approved – **expires 12-4-15**

**Massachusetts Board of Real Estate Appraisers**

15 Hr National USPAP course for 14/CE & 15/QE – AQB approved – **expires 12-31-15**

7 Hr National USPAP course for 7/CE – AQB approved – **expires 12-31-15**

Breakfast with the Experts: Valuing Deed Restricted Real Property for 3/CE – Approved – **expires 12-4-15**

**Brooks Real Estate Services**

7 Hour USPAP update for 7/CE – AQB approved – **expires 12-31-15**

**9. FYI:**

- a. AARO Conference in San Francisco April 12<sup>th</sup> -14<sup>th</sup>
- b. Next scheduled ASC audit will be August 6, 2014.
- c. 2014 Board Member and Advisor Training – Wednesday January 15, 2014

**10. Adjourn**

**Next Meeting: February 5, 2014 at 9:00 a.m.**