



# **Real Estate Commission**

## **Office of Professional Regulation, Vermont Secretary of State**

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### **Minutes**

**Thursday, April 26, 2018**

**Commission and Office Members Present:** David Raphael, Gloria Rice, Donna Murray, Joyce Cameron, Mikail Stein, Gabriel Gilman and Judith Roy **Member absent:** Wendy Beach **Others Present:** Suzanne Aldrich, Theresa Clasen, Jan Lawson, Dennis Brown, Annemarie Daniels, Donna Cusson, Alice Wright, Michael Calcagni, Katrina Delabruere, Randy Mayhew, K Holmes, Betty McEnany and Teresa Merelman.

**1. 9:31 Called to Order**

**2. Changes to the agenda - none**

**3. Approved March 22, 2018 minutes with changes**

Joyce Cameron moved to approve the minutes, Mikail Stein seconded. After discussion, Joyce withdrew her motion. David Raphael moved to approve the minutes with the changes to item two, noting that the agenda was amended to include the request for continuing education waiver. David further moved to make prior reference to the March 22, 2018 minutes which have been reflected in the December minutes. Gloria Rice seconded the motion all were in favor.

**4. 9:45 Disciplinary Matters**

- a. Order to Remove Conditions – Julie Lowe: Lowe's Real Estate & Property Management, LLC  
Docket Numbers: 2015-472 and 2015-473

Mikail Stein move to approve the Stipulation and Consent Order as presented. Joyce Cameron seconded the motion. The motion carried unanimously.

- b. Stipulation and Consent Order - Kelly Crawford, Docket Number: 2018-24

Mikail Stein move to approve the Stipulation and Consent Order as presented. Joyce Cameron seconded the motion. The motion carried unanimously.

**5. Topics for Discussion – New Business**

**6. Administrative Updates**

- a. Tara Grenier gave a demonstration on the online licensing system to show how to retrieve licensee information and licensee numbers.

**7. Education Review - none**

**8. Other Business – Old Business**

- a. David Raphael gave a rules committee update. The rules committee will meet for the first time today after the meeting and the committee members are David Raphael, Gloria Rice, Donna Murray, Brian Armstrong, Betty McEnany, Annmarie Daniels and Randy Mayhew.

- b. 2018 initiatives and goals was tabled and will remain on the agenda.

- c. OPR update on new public member appointment was given by Judith. There is nothing to report at this time the office is still waiting to hear from the Governor's office.

- d. Board-based regulation conversion to advisory model will continue to be on the agenda but there is no update as of today.

## **9. Correspondence**

- a. Question from broker, Jess Peck, under rule 3.3, concerning showing of for-sale-by-owner property to an unrepresented buyer. After discussion the commission feels there is not a clear answer to this question and have asked Gabe Gilman to respond to the letter. Gabe will respond and has advised this may be something that should be discussed in the rules committee meeting in the future.

## **10. Public Comment**

Teresa Merelman commented on the website and asked if there was any way to be able to look up disciplinary cases in a different format.

Randy Mayhew asked the Commission if they could put the mandatory course outline on the next agenda.

Michael Calcagni spoke to the Commission about his experience with courses that do not have Vermont instructors. Calcagni suggested that greater familiarity with Vermont specific practice is desirable in an instructor but can be challenging to find.

## **11. Adjourned 11:10**

Next Scheduled Meeting – Thursday May 24, 2018  
Please check the office [website](#) for updates