

**Massachusetts Board of Real Estate Appraisers  
Minutes of the Board Meeting held on March 10, 2022**

**Time: 10:30 a.m.**

**Location: Microsoft Teams**

**Members Present:**

Michael Giannelli, *Chair, Certified Residential Appraiser Member*  
Thomas Kokoliadis, *Vice Chair, Banking Member*  
William McLaughlin, *Certified General Appraiser Member*  
Paula Wolfe, *Certified Residential Appraiser Member*  
Tracy Sharkey, *Real Estate Broker Member*

Kenneth Dicks, *Certified General Appraiser Member*

**Members Absent:**

Matthew Jenkins, *AMC Member*  
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*

**Administrative Staff Present:**

Kristin Mitchell, *Executive Director*  
Lynn Read, *Board Counsel*

All Board members and staff appeared by videoconference.

- I. Call to Order** – Board Chair Michael Giannelli opened the meeting at 10:31 a.m.
- II. Vote on Minutes of January 13, 2022** – A MOTION was made by Mr. Kokoliadis to approve the minutes of January 13, 2022, as written. The Motion was seconded by Ms. Sharkey and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.
- III. Executive Director’s Report to the Board:** Kristin Mitchell introduced the new board member Kenneth Dicks. She informed the board that he has taken the fifth appraiser seat leaving just the public seat open. Mr. Dicks introduced himself.

**Next Board Meeting Date**

Subcommittee Meeting Date: April 14, 2022

Full Board Meeting Date: May 12, 2022

- IV. Board Counsel’s Report to the Board** – Board Counsel, Lynn Read, reported that remote Open Meetings have been extended until July 15, 2022 to allow time for permanent extension to be enacted.
- V. License Application Report:** A MOTION was made by Mr. Kokoliadis to accept Board Reviewers’ recommendations of approval for license applications. The Motion was seconded by Ms. Sharkey and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.

Applicant	License Type	Last Action Taken
YB	LA	Board Approved
SM	CR	More Reports Requested

TL	CR	Board Approved
AG	CR	Board Approved
PL	LA	Requested to Invite
JC	CR	Board Approved

**VI. Education Report:** A MOTION was made by Ms. Wolfe to accept Board Reviewers' recommendations of approval for education courses, seconded by Mr. McLaughlin and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.

Provider Name	Course Name	Hours	Type	Res Flag	AQB Appr.	Recommendations
MBREA	ANSI Standard for Measuring Single Family Dwellings	7	C	R/NR	N	Board Approved
Appraisal Institute	Application & Interpretation of Simple Linear Regression	15	C	E	N	Board Approved
Appraisal Institute	Online Measure It Right! – Using the ANSI-Z765-2021 Standard for Residential Properties!	4	C	E	Y	Staff Approved
Appraisal Institute	7-Hour National USPAP Update Equivalency	7	C	USPAP	Y	Staff Approved
McKissock, LP	Live Webinar: Land and Site Valuation	5	C	E	Y	Staff Approved
McKissock, LP	Fair Housing, Bias and Discrimination	4	C	E	Y	Staff Approved

**VII. Discussion:**

- (a) **PAREA:** Ms. Mitchell introduced John Ryan, Chair of the Appraisal Qualifications Board (AQB), who presented the PAREA program, Practical Applications of Real Estate Appraisals, a potential alternative path for trainees to obtain experience requirements using online and virtual reality technologies. Mr. Ryan answered questions from the Board and staff.
- (b) **Request for lifting disciplinary restrictions- James Donahue:** The licensee and his counsel appeared before the Board and explained the request for reinstatement based on full compliance with the Consent Agreement in two matters. A MOTION was made by Mr. Kokoliadis to reinstate full license, seconded by Ms. Sharkey and unanimously

adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.

- VIII. Matters Not Reasonably Anticipated:** Lynn Read brought up that she has made some administrative corrections to some of the past meeting minutes such as spelling mistakes and who was present or absent. A MOTION was made by Mr. Kokoliadis to allow to make those changes, seconded by Mr. Dicks and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.

- IX. Public Comment:** Chair Giannelli opened the meeting to public comment.

Steve Sousa asked if a Certified Residential needs to list out the residential hours when they are applying to upgrade to become a Certified General. Board stated they only need the 1500 hours to submit the application.

Scott Dibiasio from the Appraisal Institute spoke to the Board about the need for PAREA and new regulations to accommodate it.

- X. Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**  
At 11:35 a.m. a MOTION was made by Mr. Kokoliadis to exit Open Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C, and the Board would not go back into Open session except to adjourn. The motion was seconded by Ms. Sharkey and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”.

After the Investigative Conference the following was reported by the Board:

- a. Discussion of the terms of negotiated settlement of complaint(s):  
2021-000233-IT-ENF – Dismissed with Advisory

- b. Investigative Conference:

Docket	Board Vote
2021-001100-IT-ENF	Forward to Prosecutions

- XI. Adjourn:**  
Ms. Sharkey made a MOTION to adjourn the meeting at 12:30 p.m., seconded by Mr. McDonough and unanimously adopted by a roll call vote: Giannelli – “Yes”; Kokoliadis – “Yes”; Jenkins – “Yes”; McDonough – “Yes”; McLaughlin – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”;

**List of Documents Used in Open Meeting:**

1. Agenda for meeting of March 10, 2022
2. Draft Minutes of meeting held January 13, 2022

The above Minutes were approved at the Open Meeting held May 12, 2022



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Kristin Mitchell, Executive Director  
Board of Real Estate Appraisers