

**Massachusetts Board of Real Estate Appraisers
Minutes of the Board Meeting held on November 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*
Paula Wolfe, *Certified Residential Appraiser Member*
Tracy Sharkey, *Real Estate Broker Member*
Kenneth Dicks, *Certified General Appraiser Member*
Matthew Jenkins, *AMC Member*

Members Not Present:

Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*
William McLaughlin, *Certified General Appraiser Member*

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 10:33 a.m.
- II. Vote on Minutes of September 8, 2022** – A MOTION was made by Mr. Kokoliadis to approve the minutes of September 8, 2022, as written. The Motion was seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”; Jenkins- “Yes.”
- III. Executive Director’s Report to the Board:** Kristin Mitchell reported to the Board the number of licenses issued since the last meeting.

Next Board Meeting Date

Subcommittee Meeting Date: no meeting
Full Board Meeting Date: January 12, 2023

- IV. Board Counsel’s Report to the Board** – Board Counsel, Lynn Read, reported that all legal matter will be covered in discussion of the agenda items.
- V. License Application – Interview of Susan Cote** - Ms. Cote appeared before the Board and Mr. Giannelli explained the Board’s questions about her appraisal experience. After discussion with Ms. Cote a MOTION was made by Mr. Dicks to allow the applicant to move forward with the process. The motion was seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Wolfe – “Yes”; Jenkins- “Yes”;

License Application – Interview of Steven Nole - Mr. Nole appeared before the Board where Mr. Dicks explained the Board’s questions about his appraisal experience. After discussion with Mr. Nole, a MOTION was made by Mr. Dicks to allow the applicant to move forward with the process. The motion was seconded by Ms. Wolfe and unanimously

adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Wolfe – “Yes”; Jenkins- “Yes”;

VI. License Application Report: A MOTION was made by Ms. Wolfe to accept Board Reviewers’ recommendations of approval for license applications. The Motion was seconded by Mr. Jenkins and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”; Jenkins- “Yes”.

<u>Applicant</u>	<u>License Type</u>	<u>Last Action Taken</u>
PL	CR	Board Approved
SG	CR	Board Approved

VII. Education Report: A MOTION was made by Ms. Wolfe to accept Board Reviewers’ recommendations of approval for the education report. The Motion was seconded by Mr. Jenkins and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Sharkey – “Yes”; Wolfe – “Yes”; Jenkins- “Yes”.

Provider Name	Course Name	Hours	Type	Res Flag	AQB Appr.	Recommendations
ASFMRA	ASFMRA Annual Meeting 2022	7	S	NR/E	N	Board Approved
ASFMRA	Rapid Fire Case Studies 2022	6	S	NR/E	N	Board Approved
MA, RI & ME Chap of Appraisal Institute	Complex Valuation	7	C	NR/R	N	Board Approved

VIII. Discussion:

(a) **2023 Meeting Dates:** The Board accepted the meeting dates:

- | | |
|-------------------|------------------------|
| January 12, 2023 | August 10, 2023* |
| February 9, 2023* | September 14, 2023 |
| March 9, 2023 | October 12, 2023* |
| April 13, 2023* | November 9, 2023 |
| May 11, 2023 | December 14, 2023* |
| June 8, 2023* | |
| July 13, 2023 | *Sub Committee Meeting |

(b) **Draft Guidance on Extension of 2020-21 USPAP and Requirement to Take 7-Hour USPAP Every Renewal Cycle:** Ms. Read and the Board discussed the draft . Board members requested to change the word “pass” to “complete”. Members of the public Scott Dibiasio of the Appraisal Institute and Stephen Sousa of MBREA both spoke to the board. The Board asked Ms. Read to bring a revised draft to the next meeting after consulting with Mr. Sousa and Mr. Dibiasio.

(c) **Fair Housing Procedures:** Mr. Dicks and Ms. Mitchell explained to the Board why this was being brought up for discussion. Ms. Read will research Fair Housing law. Mr. Dicks suggested asking MCAD for training materials. Mr. Sousa said the AQB will be submitting new courses on this topic and that most cases he is aware of go directly to HUD.

IX. **Matters Not Reasonably Anticipated:** None.

X. **Public Comment:** Chair Giannelli opened the meeting to public comment. There were no comments.

Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:

At 11:50 a.m. a MOTION was made by Mr. Dicks 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. Wolfe and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes; Wolfe – “Yes”; Jenkins- “Yes”.

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

- a. Discussion of the terms of negotiated settlement of complaint(s):
- 2020-001057-IT-ENF – Gave guidance to Prosecutor
 - 2020-001669-IT-ENF – Gave guidance to Prosecutor
 - 2022-000102-IT-ENF– Gave guidance to Prosecutor

Tracey Sharkey left at 12:28 p.m.

b. Investigative Conference:

Docket	Board Vote
2022-000451-IT-ENF	Forward to Prosecutions
2022-000737-IT-ENF	Dismiss with Advisory
2022-000849-IT-ENF	Forward to Prosecutions

XI. **Adjourn:**

Ms. Wolfe made a MOTION to adjourn the meeting at 1:15 p.m., seconded by Mr. Kokoliadis and unanimously adopted by a roll call vote: Giannelli – “Yes”; Dicks – “Yes”; Kokoliadis – “Yes”; Wolfe – “Yes”; Jenkins- “Yes”.

List of Documents Used in Open Meeting:

1. Agenda for meeting of November 10, 2022
2. Draft Minutes of meeting held September 8, 2022
3. Materials from Application of Susan Cote
4. Materials from Application of Steven Nole
5. Application of Paul Lapointe
6. Application of Shavone Gauthier
7. Materials for Courses ## 2022-000011-RA-SMA_NR-E, 2022-000012-RA-SMA_NR-E and 2022-000035-RA-SMA_NR-E
8. Draft Guidance on 7-Hour USPAP Update Course

The above Minutes were approved at the Open Meeting held January 12, 2023



Kristin Mitchell, Executive Director
Board of Real Estate Appraisers