



MAURA HEALEY
GOVERNOR

KIM DRISCOLL
LIEUTENANT GOVERNOR

ASHLEY STOLBA
INTERIM SECRETARY, EXECUTIVE
OFFICE OF ECONOMIC
DEVELOPMENT

**Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Registration of Real Estate Brokers
and Salespersons**

One Federal Street, Suite 600
Boston, Massachusetts 02110

LAYLA R. D'EMILIA
UNDERSECRETARY, CONSUMER
AFFAIRS AND BUSINESS
REGULATION

SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

July 16, 2025

Public Minutes

Members in attendance:

Linda Kody, *Chair*

Cliff Ponte, *Board Member*

Kathy Condon, *Board Member*

Donna Davids, *Board Member*

Administrative Staff in attendance:

Nirit Eriksson, *Board Counsel*

Kristin Mitchell, *Executive Director*

Colleen Cavanaugh, *Associate Executive Director*

Richard Holtz, *Deputy General Counsel*

Call to Order – Linda Kody opened the meeting at 10:03 a.m.

Vote on Minutes

June 18, 2025 Executive minutes

June 18, 2025 Public minutes

A motion was made by Cliff Ponte and seconded by Kathy Condon to approve the public and executive minutes as drafted and presented.

Voted: To unanimously approve the public and executive minutes listed above as presented

Roll Call vote.

In favor: Kathy Condon, Donna Davids, Cliff Ponte, Linda Kody



Executive Director Report

Kristin Mitchell apologized for the inconvenience of the problems that have arisen in connection with the new system. Staff is aware of and working on resolutions for all the bugs and issues. She reminded everyone that the Real Estate staff is a team of four people, who are all doing their best.

Cliff Ponte wanted to recognize staff for the exceptional work and efforts to go above and beyond. He is thankful. He is also thankful to Linda Kody for the remarkable work she does, including a PowerPoint presentation that included things to be aware of with the new system.

Board Counsel Report

Nothing to report.

Review/Discussion/Vote on Proposed Revisions to Real Estate Brokers & Salespersons Regulations (254 CMR 2, 3, 4, 5, & 7)

Board Counsel discussed the proposed regulatory revisions with the Board. The purpose of the presented revisions is to make business-friendly changes to the Real Estate regulations.

Board Counsel noted two changes that the Chair wanted to make to the proposed revisions. The first change is to include the phrase “in writing” in 254 CMR 3.00(11)(b), immediately after the phrase “without first disclosing”; the second change to keep 254 CMR 2.00(3) the way it is in existing law.

A motion was made by Kathy Condon and seconded by Cliff Ponte:

To approve the Proposed Revisions to Real Estate Brokers & Salespersons Regulations (254 CMR 2, 3, 4, 5, & 7) with the noted changes to 2.00(3) and 3.00(11)(b) that were proposed by the Chair.

Roll call vote.

In favor: Donna Davids, Kathy Condon, Cliff Ponte, Linda Kody

Matters not reasonably anticipated 48 hours in advance of the meeting

Nothing to report.

At 10:16 a.m., a motion was made by Cliff Ponte and seconded by Kathy Condon and it was so

Voted: To Exit Open Session and enter Investigative Conference pursuant to G.L. c. 112, § 65C.

Roll call vote.

In favor: Donna Davis, Kathy Condon, Cliff Ponte, Linda Kody

At 11:29 a.m., a motion was made by Cliff Ponte and seconded by Donna Davids and it was so

Voted: To Exit Investigative Conference and enter Executive Session to discuss individuals' character rather than competence pursuant to G.L. c. 112, § 30A, § 21(a)(1) and to comply with the public records law pursuant to G.L. c. 66, § 10 and G.L. c. 4, § 7, ¶ 26(c) to protect highly personal information relating to a named individual pursuant to G.L. c. 30A, § 21(a)(7).

Roll call vote.

In favor: Kathy Condon, Donna Davids, Cliff Ponte, Linda Kody

During Investigative Conference, the Board took the following actions:

2025-000171-IT-ENF – dismiss
00009475 – dismiss
2025-000228-IT ENF – dismiss
2025-000368-IT-ENF – dismiss
2025-000426-IT-ENF – dismiss
00009460 – dismiss
00009437 – dismiss
00009440 – refer to Prosecutions
00009452 – refer to Prosecutions
00009479 – refer to Prosecutions
00009481 – refer to Prosecutions

At 12:17 p.m., a motion was made by Cliff Ponte and seconded by Kathy Condon and it was so

Voted: To exit Executive Session and enter open session for the purpose of adjourning the meeting

Roll call vote.

In favor: Donna Davids, Kathy Condon, Cliff Ponte, Linda Kody

Respectfully Submitted by:



Kristin Mitchell, Executive Director

Aug 20, 2025

Date

List of documents used during the Public Meeting:

- June 18, 2025 open and executive meeting minutes
- July 16, 2025 agenda
- Proposed Revisions to Real Estate Brokers & Salespersons Regulations (254 CMR 2, 3, 4, 5, & 7)