



MAURA HEALEY  
GOVERNOR

KIM DRISCOLL  
LIEUTENANT GOVERNOR

YVONNE HAO  
SECRETARY, EXECUTIVE OFFICE  
OF ECONOMIC DEVELOPMENT

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

1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

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

SARAH R. WILKINSON  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**July 19, 2023**

**Public Minutes**

**Members in attendance:**

*Peter Ruffini, Chairman*

*Linda Kody, Member*

*Cliff Ponte, Member*

*Robert Jones, Member*

**Administrative Staff in attendance:**

*Jenna Hentoff, Board Counsel*

*Kristin Mitchell, Executive Director*

*Colleen Cavanaugh, Associate Executive Director*

**Call to Order** – Peter Ruffini opened the meeting at 10:05 a.m.

**Vote on Minutes:**

June 28, 2023 Public minutes

June 28, 2023 Executive minutes

A motion was made by Linda Kody and seconded by Robert Jones to approve the minutes as drafted and presented.

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

Roll Call vote.

In favor: Robert Jones, Linda Kody, Peter Ruffini

**Executive Director Report**

Kristin Mitchell informed the Board of the following information:



Since the Board's last meeting (6/28/23), the Board has received 317 applications for exam.

Since the Board's last meeting, the Board has issued 171 licenses:

- 116 Salesperson by exam
- 4 Broker by exam
- 17 Businesses
- 13 Attorney Brokers
- 18 Reciprocal Salespersons
- 3 Reciprocal Brokers

There is a hearing scheduled for the end of July. The Board thinks that perhaps Cliff Ponte was going to attend.

### **Board Counsel Report**

Jenna Hentoff has nothing to report. She is continuing to work on the draft regulations.

### **Discussion**

#### **PSI Exam Letter**

The Board discussed the letter sent from PSI regarding their updates to the national portion of the real estate examinations. The Board has no issue with the recommended/current exam scores. The current exam scores are 70 for a salesperson and 75 for a broker.

A motion was made by Linda Kody and seconded by Cliff Ponte:

To accept the recommended scores from PSI.

Roll Call vote.

In favor: Robert Jones, Linda Kody, Peter Ruffini, Cliff Ponte

The Board also discussed the alternative exams offered by PSI which includes additional questions on both the salesperson and broker exams. The Chair noted that it was one way to ensure a better quality of licensees.

A motion was made by Linda Kody and seconded by Cliff Ponte:

To accept the alternative exam lengths for both salespersons and brokers as offered by PSI

Roll Call vote.

In favor: Robert Jones, Cliff Ponte, Linda Kody, Peter Ruffini

## **Matters Not Anticipated by the Board**

Nothing to report.

At 10:37 a.m., a motion was made by Robert Jones and seconded by Linda Kody and it was so

Voted: To exit Open Session and enter Closed Session pursuant to M.G.L. c. 30A, §18, ¶ 5(d) for the purpose of conducting adjudicatory conferences

Roll call vote. In favor: Robert Jones, Cliff Ponte, Linda Kody, Peter Ruffini

At 10:46 a.m., a motion was made by Linda Kody and seconded by Cliff Ponte and it was so

Voted: To exit Closed Session under M.G.L. c. 30A, § 18, ¶ 5(d) and enter into Closed Session pursuant to M G.L. c. 112, § 65C for the purpose of conducting investigatory conferences

During closed session, the Board took the following actions:

2022-001121-IT-ENF – dismiss

At 12:07 p.m., a motion was made by Robert Jones and seconded by Linda Kody and it was so

Voted: To exit Closed Session and enter Executive Session pursuant to M.G.L. c. 30A, §21(a)(1) to discuss individuals' character, rather than competence

Roll call vote. In favor: Cliff Ponte, Linda Kody, Robert Jones, Peter Ruffini

At 12:36 p.m., the Board exited Closed Executive Session and entered Closed Session pursuant to G.L. c. 112, § 65C for the purpose of conducting investigatory conferences

During closed session, the Board took the following actions:

2022-000957-IT-ENF – refer to Prosecutions

2022-000908-IT-ENF – dismiss

2022-000950-IT-ENF- dismiss

2023-000969-IT-ENF – return to Investigations

2023-000970-IT-ENF- dismiss

2023-000069-IT-ENF – return to Investigations

2023-000115-IT-ENF- refer to Prosecutions

2023-000119-IT-ENF – dismiss with advisory, open new complaint

2023-000126-IT-ENF – dismiss, open new complaint  
2023-000135-IT-ENF – dismiss  
2023-000142-IT-ENF- dismiss  
2023-000146-IT-ENF- refer to Prosecutions  
2023-000162-IT-ENF- dismiss  
2023-000172-IT-ENF- dismiss  
2023-000193-IT-ENF- refer to Prosecutions  
2023-000221-IT-ENF- dismiss with advisory

At 3:22 p.m., a motion was made by Linda Kody and seconded by Cliff Ponte and after roll call it was so

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

In favor: Robert Jones, Cliff Ponte, Linda Kody, Peter Ruffini

Respectfully Submitted by:



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Kristin Mitchell, Executive Director

8/23/2023

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Date

**List of documents used during the Public Meeting:**

- July 19, 2023 meeting agenda
- June 28, 2023 Public minutes
- June 28, 2023 Executive minutes
- Letter from PSI