



**CHARLES D. BAKER**  
GOVERNOR

**KARYN E. POLITO**  
LIEUTENANT GOVERNOR

**MIKE KENNEALY**  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Registration of Real Estate Broker**  
**and Salesperson**

1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

**EDWARD A. PALLESCHI**  
UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

**LAYLA R. D'EMILIA**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

**June 29, 2022 10:00 am**

**Public Minutes**

**Members in attendance:**

*Peter Ruffini, Chairman*  
*Kimberly Allard, Member*  
*Linda Kody, Member*

**Administrative Staff in attendance:**

*Peter Kelley, Board Counsel*  
*Kristin Mitchell, Executive Director*  
*Colleen Cavanaugh, Associate Executive Director*

**Call to Order** – Peter Ruffini opened the meeting at 10:09 a.m.

**Vote on Minutes:**

February 25, 2022 Public minutes  
April 27, 2022 Executive minutes  
May 25, 2022 Public minutes  
May 25, 2022 Executive minutes  
June 16, 2022 Public minutes

A motion was made by Linda Kody and seconded by Kimberly Allard and it was  
so

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



## **Executive Director Report**

Kristin Mitchell informed the board that since the last meeting 583 applications have been received from PSI. She also gave the following information regarding licenses that have been issued in the last month and the breakdown is as follows:

473 licenses have been issued since last meeting until today.

347 Salespeople by exam

24 Broker by exam

23 Attorney Broker

39 Reciprocal Sales

34 Businesses

5 Reciprocal Broker

1 School

She also gave the following information regarding the Instructor Certifications and the breakdown is as follows:

523: Current & Active Brokers License

289 Expired Brokers/Salespersons Licenses

26 Issued as a Salesperson but now has a current & active brokers license

14 Current but Inactive Brokers license

28 Issued as salesperson but does not have current & active brokers license.

Current & Active Salespersons license

60 have no license that can be found

9 disciplined and they are no longer licensed

A motion was made by Peter Ruffini and seconded by Linda Kody and it was so

Voted: To allow the 26 certifications that were issued as salesperson but now have a current and active brokers license, to be fully approved instructors

Roll call vote.

In favor: Linda Kody, Kimberly Allard, Peter Ruffini

In regard to the 14 Current but Inactive Brokers license the, the board staff will send out notification that inform the individuals they can no longer teach until they have become "Active" Brokers.

A motion was made by Linda Kody and seconded by Kimberly Allard and it was so

Voted: To allow these 28 Issued as salesperson but do not have current & active brokers license 6 months to take and pass the brokers exam.

Roll call vote.

In favor: Linda Kody, Kimberly Allard, Peter Ruffini

In regard to the 60 who do not have any license that can be found  
A motion was made by Linda Kody and seconded by Kimberly Allard and it was  
so

Voted: Send a letter to these individuals giving 60 days to respond  
along with a cease and desist until the current regulations are met.

Roll call vote.

In favor: Linda Kody, Kimberly Allard, Peter Ruffini

### **Board Counsel Report**

Peter Kelley informed the board that on July 15, 2022 the current exemption  
to remote meetings is set to expire.

In regard to the Regulation Review, board counsel has three changes that will  
be available for review before the next regulation review meeting.

### **Application Review**

Robert Griffin – applying for an attorney broker application. The BBO filed a  
complaint against him for a fee agreement with his client and he failed to document  
his representation in writing. He admits he made a mistake.

A motion was made by Linda Kody and seconded by Kimberly Allard:

To allow Mr. Salam to continue with the application process

Roll call vote.

In favor: Peter Ruffini, Linda Kody, Kimberly Allard

Roland Hughes – applying for an attorney broker application, he had a client that  
went back to Algeria, working on oil rig. He lost communication with him, and the  
statute of limitations ran on the claim.

A motion was made by Peter Ruffini and seconded by Linda Kody and it  
was so

Voted: To allow Mr. Hughes to continue with the application process

Roll call vote.

In favor: Linda Kody, Kimberly Allard, Peter Ruffini

### **Discussion**

A question was brought up during the Educational Sub Committee meeting  
regarding the location of holding classes other than at the location originally

approved by the board. This will be addressed during this section of the Regulation review.

Next Meeting:

The next monthly board meeting will be held on Thursday, August 18, 2022 at 10:30 a.m.

At 11:46 a.m. A motion was made by Linda Kody and seconded by Kimberly Allard and it was so

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

Roll call vote. In favor: Peter Ruffini, Kimberly Allard, Linda Kody

At 2:18 p.m. A motion was made by Linda Kody and seconded by Kimberly Allard and it was so

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

Roll call vote. In favor: Peter Ruffini, Kimberly Allard, Linda Kody

At 2:42 p.m. A motion was made by Kimberly Allard and seconded by Linda Kody and it was so

Voted: To exit Closed session and enter Investigative Conference pursuant to M.G.L. c. 112, § 65C for the purposes of conducting settlement and investigative conferences.

Roll call vote. In favor: Peter Ruffini, Kimberly Allard, Linda Kody

During closed session the Board took the following actions:

2018-001018-IT-ENF- refer to prosecutions  
2020-000996-IT-ENF- refer to prosecutions  
2021-000901-IT-ENF- dismiss with advisory  
2021-000908-IT-ENF-refer to prosecutions  
2021-001216-IT-ENF- refer to prosecutions  
2022-000014-IT-ENF- refer to prosecutions  
2022-000021-IT-ENF- refer to Office of Investigations  
2022-000038-IT-ENF- refer to prosecutions  
2022-000046-IT-ENF- refer to prosecutions  
2022-000068-IT-ENF- dismiss  
2022-000069-IT-ENF- dismiss

2022-000082-IT-ENF- refer to Office of Investigations  
2022-000099-IT-ENF- refer to Office of Investigations  
2022-000103-IT-ENF- refer to the Office of Investigations  
2022-000137-IT-ENF-tabled  
2022-000141-IT-ENF- refer to the Office of Investigations

At 5:06 p.m. A motion was made by Linda Kody and seconded by Kimberly Allard 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: Peter Ruffini, Linda Kody, Kimberly Allard

Respectfully Submitted by:

  
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\_\_\_\_\_ 9/26/22 \_\_\_\_\_  
Kristin Mitchell, Executive Director Date