



**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

**December 21, 2022**

**Public Minutes**

**Members in attendance:**

*Peter Ruffini, Chairman*

*Linda Kody, Member*

*Robert Jones, 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:**

November 18, 2022 Public session minutes

November 18, 2022 Executive session minutes

Tabled.

**Executive Director Report**

Kristin Mitchell informed the board that since the last meeting 570 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:

402 licenses have been issued since last meeting until today.

289 Salespeople by exam

37 Broker by exam



14 Attorney Broker  
21 Reciprocal Sales  
28 Businesses  
11 Reciprocal Broker  
2 Schools

The Educational Subcommittee meeting scheduled for tomorrow has been canceled. The board will name new leadership to the subcommittee going forward at a future meeting.

Kristin Mitchell took this opportunity to introduce Cliff Ponte as the new board member. He will be joining the next board meeting as he intends to be sworn in later today.

### **Board Counsel Report**

Peter Kelley suggested a requirement that the individuals who are applying for an Instructor's authorization certificate under an exemption, that they must submit a letter to the board explaining what they are asking for and why the board should issue the Instructor certificate without having met the requirements. He also said it would be beneficial to have the new board member be a part of this discussion from its inception, so the hearings should begin being scheduled at the January meeting.

The board determined that the completed instructor applications for exemptions will be reviewed beginning at the January board meeting.

### **Application Review**

Jesse McNeff – PSI Exam Salesperson

He was disciplined by the Washington State Board and his license was revoked for 10 years, until 11/14/24.

A motion was made by Linda Kody and seconded by Robert Jones:

Voted: To deny the candidate to continue with the application process without prejudice to submitting another application after the WA license is reinstated or the revocation period is concluded.

Roll call vote.

In favor: Peter Ruffini, Linda Kody, Robert Jones

The applicant was advised he could come back before the board after his Washington license is reinstated

Sheng Her – Reciprocal Sales application 2022-000334-RE-RSA

Providence Realtor Board charged her with conduct in regards to an advertising violation and conflict of interest (articles 1, 2, 4, 12, and 16) in failing to disclose personal and familial interests on property. She had to take a course in property management, ethics, and pay a \$500 fine.

The Rhode Island Board did not take action against her license.

A motion was made by Linda Kody and seconded by Robert Jones:

Voted: To allow the candidate to continue with the application process

Roll call vote.

In favor: Peter Ruffini, Linda Kody, Robert Jones

At 10:46 a.m. A motion was made by Linda Kody and seconded by Robert Jones and it was so

Voted: To exit Open Session and enter Closed session pursuant to G. L. c. 112, § 65C for the purposes of conducting adjudicatory and investigatory conferences

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

During closed session the Board took the following actions:

- 2021-000352-IT-ENF- refer to prosecutions
- 2022-000021-IT-ENF- refer to prosecutions
- 2022-000141-IT-ENF- refer to prosecutions/open case against brokerage fail supervise
- 2022-000580-IT-ENF- dismiss
- 2022-000585-IT-ENF- refer to prosecutions
- 2022-000603-IT-ENF- dismiss
- 2022-000655-IT-ENF- refer to prosecutions
- 2022-000675-IT-ENF- dismiss / open case for ceu's
- 2022-000676-IT-ENF- dismiss
- 2022-000710-IT-ENF- dismiss
- 2022-000711-IT-ENF- dismiss
- 2022-000719-IT-ENF- dismiss
- 2022-000720-IT-ENF- dismiss
- 2022-000744-IT-ENF- dismiss
- 2022-000789-IT-ENF- dismiss
- 2022-000795-IT-ENF- dismiss

At 12:45 p.m. A motion was made by Linda Kody and seconded by Robert Jones and it was so

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

At 1:42 p.m. A motion was made by Linda Kody and seconded by Robert Jones 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, Robert Jones

Respectfully Submitted by:



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Kristin Mitchell, Executive Director

1/20/23

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Date