

**MEETING OF THE RHODE ISLAND  
REAL ESTATE APPRAISERS BOARD**

**DATE: November 4, 2009**

**TIME: 9:30 a.m.**

**PLACE: Department of Business Regulation  
69-1 Conference Room  
1511 Pontiac Avenue  
Cranston, RI 02920**

**MEMBERS PRESENT:**

**William Coyle, III - Chairman, S. Keith White, Jr. – Vice Chairman,  
Rory Budlong, Kenneth Cote, Lee Gallucci, Gregory Kwiatkowski,  
Jamie Moore, Gerald Roch, Ellen Balasco – Deputy Chief of Legal  
Services, DBR, Neena Savage – Chief of Legal Services, DBR, Deanna  
Daniels – Appraisal Section Licensing Aide**

**The Chairman called the meeting to order at 9:37 a.m.**

**The Chairman asked for a motion to accept the open session minutes of the last meeting. Lee Gallucci made the motion. Greg Kwiatkowski seconded the motion. All were in favor. The Chairman asked for a motion to accept the executive session minutes of the last meeting. Lee Gallucci made the motion. Keith White seconded the motion. All were in favor.**

**The following courses and seminars were reviewed:**

**Appraisal Institute (Chicago Chapter)**

**International Valuation Congress 2009, Day 2**

**International Valuation Congress 2009, Day 3**

**Appraisal Institute (MA Chapter)**

**Economic, Capital Markets, and Investment Outlook**

**Appraisal Institute (RI Chapter)**

**Valuation by Comparison: Residential Analysis and Logic**

**MA Board of Real Estate Appraisers**

**2009 New England Appraisers Expo – Commercial Program**

**2009 New England Appraisers Expo – Residential Program**

**Greg Kwiatkowski made a motion to approve both courses submitted by the Appraisal Institute's (Chicago Chapter) for the dates specified**

therein. Ken Cote seconded the motion. All were in favor. Greg made a motion to accept the Massachusetts Chapter of the Appraisal Institute's course retroactively for two (2) hours of continuing education. Keith White seconded the motion. All were in favor. Greg made a motion to approve the RI Appraisal Institute's course for seven (7) hours of continuing education for a period of one year. Ken Cote seconded the motion. Keith White abstained from the vote. All were in favor. Greg made a motion to accept two Expo's being held by the MA Board of Real Estate Appraisers retroactively for six (6) hours of continuing education credits each. Keith White seconded the motion. All were in favor.

The Chairman apprised the Board of the pending bill to end the HVCC. Keith White stated the bill has only passed the House committee and has yet to go before the Senate, however likely it is to pass, there's still a long way to go before the bill becomes official.

Neena Savage discussed a draft letter composed to send to all persons who aren't appraisers that are involved in unlicensed activity. The letter will be sent out as a friendly reminder that Rhode Island is a mandatory licensure state. Before a letter is sent to any individual, there needs to be substantial evidence in writing that said person is engaging in unlicensed activity.

Ken Cote discussed his review of Vanessa Mann's appraisals submitted for an upgrade to general certification. Ken thought there

could've been more reference sheets, however the appraisals were very accurate and flowed well. He had no issues with the appraisals and found no USPAP violations. Ken made a motion to allow the upgrade. Rory Budlong seconded the motion. All were in favor. Keith White abstained from the vote.

Rory Budlong discussed his review of Donna Sczerbinski's upgrade request from licensed residential to certified residential. Rory found the appraisals to be OK with no major issues. Rory thought the comparable sales selection looked fine. Rory made a motion to approve the upgrade request. Greg Kwiatkowski seconded the motion. All were in favor.

Paul Miraglia wanted to withdraw his request to upgrade to certified residential because he needed to use 15 hours of his education credit towards his renewal. Bill Coyle stated that under Commercial Licensing Regulation 10 – Real Estate Appraisers, Section 11(A)(1), credits awarded for the continuing education requirement may also be awarded for the qualifying education classroom hour requirement when an individual seeks a different classification than that held. After clarification was made on the education portion, Jerry Roch stated the work samples submitted appeared to be acceptable and made a motion to approve Mr. Miraglia's request to upgrade. Keith White seconded the motion. All were in favor.

A discussion ensued on the Board and Department's roles in the

upgrade process. The Chairman reviewed a sample procedure form drafted by the Department. Neena Savage stressed the need to have a hybrid checklist for board members to utilize when reviewing upgrade requests. Jerry Roch will supply sample forms at the next scheduled meeting. Ken Cote will also send sample forms to Deanna Daniels via email.

Jamie Moore reported on her review of Paul Venditto's request to upgrade to certified residential. Jaime stated Mr. Venditto's work was satisfactory and made a motion to approve this upgrade. Keith White seconded the motion. All were in favor. Jamie Moore also made a motion to approve an upgrade request submitted by Kathleen Ragno. Keith White seconded the motion. All were in favor.

A request to upgrade from trainee to certified residential appraiser submitted by Tiffany Spiridakos was reviewed. Jerry Roch made a motion to approve the request. Keith White seconded the motion. All were in favor.

Neena explained the issues regarding Mark Halloran's upgrade request. Mr. Halloran submitted an unacceptable experience log that lacked hours and a description of the work performed for each appraisal logged. After a brief discussion, Jamie Moore made a motion to table the matter until such time as Mr. Halloran submits an adequate experience log. Ken Cote seconded the motion. All were in favor. Keith White abstained from the vote.

**The Board discussed the reevaluation of an upgrade request submitted by Brian Germanowski. Mr. Germanowski originally submitted an upgrade request to general certification but was denied because his log lacked the required 50% commercial experience. He now would like to be considered for certified residential status. Jerry Roch made a motion to table the matter until a determination on his education is made. Ken Cote seconded the motion. All were in favor.**

**Vice Chairman White made a motion to convene into executive session at 11:00 a.m. pursuant to RI General Laws, § 42-46-5(a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Seconded by Lee Gallucci. All were in favor.**

**Keith White made a motion to adjourn from executive session and to reconvene to an open meeting at 11:25 a.m. pursuant to RI General Laws, § 42-46-4. Seconded by Lee Gallucci. All were in favor.**

**Keith White moved to seal the minutes of the executive session and record the votes taken in executive session pursuant to RI General Laws, § 42-46-4 and § 42-46-5. Seconded by Lee Gallucci. All were in favor.**

**Lee Gallucci moved to record the votes taken in executive session in accordance with RI General Laws, § 42-46-4 as follows: The dismissal**

**of complaint #A09-009, Chase Home Lending v. Woolf. Seconded by Jamie Moore. All were in favor.**

**There being no public comments, the Chairman asked for a motion to adjourn. Jerry Roch made the motion. Greg Kwiatkowski seconded the motion. All were in favor. The meeting was adjourned at 11:50 a.m.**

**Respectfully submitted,**

**Deanna Daniels**