

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

**DATE: December 2, 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, Lee Gallucci, Gregory Kwiatkowski, Gerald Roch,  
Neena Savage – Chief of Legal Services, DBR, Deanna Daniels –  
Appraisal Section Licensing Aide, William J. DeLuca – Acting Real  
Estate Administrator.**

**Public Guests:**

**Brian Germanowski, Mark Halloran and Frances Turbitt.**

**The Chairman called the meeting to order at 9:35 a.m.**

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

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

**Appraisal Institute (Chicago Chapter)**

**Uniform Appraisal Standards for Federal Land Acquisition**

**Using Spreadsheet Programs in Real Estate Appraisals – The Basics**

**MA Board of Real Estate Appraisers**

**Appraisers Guide to Secondary Market Guidelines**

**Jerry Roch made a motion to approve all course submissions for a period of one year. Keith White seconded the motion. All were in favor.**

**The Chairman asked for any comments on the proposed Appraisal Management Company Registration and Regulation Model Act. An inquiry was made of William DeLuca if the Department planned to**

**introduce legislation to pass the above act. Mr. DeLuca advised he would report back to the Board with the Department's intentions regarding the introducing of legislation.**

**Neena Savage informed the Board of a letter prepared by the Legal Section to local cities and towns reminding them that Rhode Island is a mandatory licensure state and that all persons engaged in providing expert opinions or testimonies on value must hold a valid real estate appraisers license. Additionally, a letter was drafted for those individuals who may have provided opinions and/or testimonies letting them know that they cannot conduct any appraisal activities without being properly licensed. A brief discussion ensued on the letters and how best to keep track of them and whether or not the letters should be considered formal warnings or complaints.**

**A discussion and vote was taken on the implementation of a newly drafted procedure for the Department and Board's use when conducting reviews for licensees attempting to upgrade their license status. Jerry Roch made a motion to accept the new procedure. Lee Gallucci seconded the motion. All were in favor.**

**Jerry supplied the Board with a sample checklist form for identifying USPAP violations. Keith White made a motion to table the matter until next month. Seconded by Lee Gallucci. All were in favor.**

**A reevaluation of an upgrade request submitted by Brian**

**Germanowski was discussed. The Board recommended that the Department verify Mr. Germanowski's education and also requested he submit a current and up to date experience log.**

**Mark Halloran's request for an upgrade to certified residential status was thoroughly discussed and reviewed. Rory Budlong expressed concerns that the review he examined was sloppy and needed more work. Keith White and William Coyle reported their review showed no problems with Mr. Halloran's appraisals. Keith made a motion to approve the upgrade. Seconded by Gregory Kwiatkowski. Votes were spilt with William Coyle, Keith White, Jerry Roch and Gregory Kwiatkowski voting for approval while Rory Budlong and Lee Gallucci voted against approval. The motion was approved.**

**Vice Chairman White made a motion to convene into executive session at 10:50 a.m. pursuant to RI General Laws, § 42-46-5(a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Seconded by Greg Kwiatkowski. All were in favor. Public attendees were asked to leave the meeting.**

**Vice Chairman White made a motion to adjourn from executive session and to reconvene to an open meeting at 11:28 a.m. pursuant to RI General Laws, § 42-46-4. Seconded by Lee Gallucci. All were in favor.**

**Keith White made a motion 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.**

**Open session resumed with an opportunity for public comments. There being none, 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 11:32 a.m.**

**Respectfully submitted,**

**William J. DeLuca**

**Acting Real Estate Administrator**