

November 3, 2017

## REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on November 3, 2017. The following were present: Sherman, Schubert, Martin, St. Germain and Lamprey. Representing the OPLC were staff members Dawn Couture, Bobbie Carter and Division Director Capuchino. Dupuis and Griffin were not present.

**1. Call to order** – 9:03 a.m.

**2. Interview/meeting/hearing** – None.

**3. Reading and approval of the minutes of the September 29, 2017 meeting** – Moved, seconded and voted unanimously to accept the public minutes as written.

**4. Communications – General** – None.

**5. Communications – Board Action** –

- a. Request from Kathy Gosselin for Approval of an Online Ethics Course – OPLC staff to respond. Online courses are not acceptable per the order signed by the Board. Staff to advise Ms. Gosselin that she is not restricted to taking the course in New Hampshire and she does have until April 7, 2018 to complete a classroom ethics course. The Board would like to have an update from Ms. Gosselin as to what her plan is by January 2018.

**6. Unfinished Business** –

- a. George Lamprey's update Re: Discussion with Division Director Capuchino in regards to anonymous complaints – The Appraisal Subcommittee does allow Boards to dismiss complaints that are anonymous. This was confirmed in writing by the Appraisal Subcommittee staff and during the meeting by Denise Graves, ASC Executive Director via telephone.

**7. New Business** –

- a. Upon the motion of Lamprey and the second of Sherman, the Board voted by roll call vote, to conduct a non-public session for the purpose of discussing pending investigations and noting that such a non-public session is authorized by RSA 91-A:3, II (c) & (j), RSA 91-A:5, IV, Lodge v. Knowlton, 11 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.
- b. Upon the motion of Martin and the second of Sherman, the Board by roll call vote to resume public session.

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**7. New Business, Continue –**

- c. Upon the motion of Martin and the second of Schubert, the Board, by roll call vote, resolved to withhold the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.
- d. Courses for Approval – Moved, seconded and voted unanimously to approve.
- e. Date and time of next meeting – *Thursday, December 21, 2017 at 9:00 a.m.*

**8. Adjournment – 10:30 a.m.**

Respectfully Submitted,



Bobbie Carter  
Program Specialist II