

REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on June 7, 2019. The following were present: Sherman, Schubert, Martin, Griffin, Macagba and Lamprey. Also present were OPLC staff member Dawn Couture and Colleen Giffin.

1. Call to order – 9:01 a.m.

2. Interview/meeting/hearing – None.

3. Reading and approval of the minutes of the May 3, 2019 meeting – Board member Martin made a motion which was appropriately seconded by Board member Griffin to approve the public minutes as written. The motion passed unanimously.

4. Communications – None.

5. Unfinished Business –

- a. Change in the *de minimus* threshold for Federally Related Transaction appraisals – Per request of the Board, to be kept on the agenda in case of any future updates – Board member Schubert informed the Board of two states that have recently allowed appraisers to perform evaluations on federally related transactions: Louisiana effective August 1, 2019 and Alabama effective as of May 29, 2019.

6. New Business –

- a. Upon the motion of Lamprey and the second of Griffin, 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 Lamprey and Sherman, the Board by roll call vote resumed public session.
- c. Upon the motion of Lamprey and the second of Sherman, 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. Deliberation regarding appraiser fees – OPLC rule attorney Tom Broderick explained to the Board that JLCAR had unexpectedly issued a "preliminary objection" to the proposed rules; specifically in regards to the Board fees being over the 125% requirement pursuant to RSA 310-B:20 and that JLCAR has requested the Board to reduce about \$82,000 of their fees in order to meet the 125% requirement. Hallie Pentheny, OPLC's financial director, was also attended to offer the Board guidance on where they could reduce fees. Board staff provided handouts regarding application fees from other New England states to use as a comparison, as well as a few examples on reducing application, initial licensing and renewal fees. A discussion was held.

6. New Business, Continued –

- d. Deliberation regarding appraiser fees, continued – Board member Schubert made a motion which was appropriately seconded by Board member Griffin to make no application or renewal fee changes regarding AMC’s, however reduce the initial license fee for licensed and certified appraisers from \$400 to \$250. Staff member Couture explained that most licensees receive a prorated initial license fee based on when their application is approved and the number of remaining months to their expiration date. Board chair Sherman made a motion to amend the first motion, which was appropriately seconded by Board member Schubert to only reduce the biannual renewal fee for licensed and certified appraisers from \$400 to \$250. This would reduce the fees about \$50,000. The motion passed unanimously. Attorney Broderick will file an “objection response” immediately so that it can make the agenda deadline for JLCAR’s next scheduled meeting on June 21, 2019.
- e. Deliberation on Reconsideration for Scott B. Bouthiette – Tabled from May 3rd meeting – A discussion was held. Board member Martin made a motion which was appropriately seconded by Board member Schubert to maintain the Board’s original final decision of revoking Mr. Bouthiette’s certified residential license. The motion passed – 4 in favor, 1 opposed.
- f. Courses for Approval – Board member Lamprey made a motion which was appropriately seconded by Board member Griffin to approve the following courses. The motion passed unanimously.

Course Title	Provider
Case Study in Appraising Green Residential Buildings	Appraisal Institute
Online- Small Hotel/Motel Valuation	Appraisal Institute
Rural Area Appraisal: Freddie Mac Guidelines & Property Eligibility Requirements	Appraisal Institute
Online- Using your HP-12C Financial Calculator	Appraisal Institute
Commercial Cost Approach Certification	CoreLogic (formerly Marshal & Swift)
Basic Construction Review	Hondros
Residential Property Inspection for Appraisers	McKissock
The Income Approach: An Overview	McKissock
Understanding Limited Service Hotels: The Basics of Hotel Appraising	McKissock
Understanding Owner Occupied Properties: A guide to Commercial Appraisers	McKissock

- g. Date and time of next meeting – *Thursday, July 11, 2019 @ 9:00 a.m.*

8. Adjournment – Board member Sherman made a motion which was appropriately seconded by Board member Griffin to adjourn at 11:20 a.m.

Respectfully Submitted,



Dawn Couture
Supervisor II