

November 1, 2019

REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on November 1, 2019. The following Members were present: Sherman, Martin, Macagba, Schubert, Griffin and LeMay. Also present were OPLC staff Member Dawn Couture and Division Director Joseph Shoemaker. In attendance as a member of the public was George Lamprey.

1. Call to order – 9:01 a.m.

2. Interview/meeting/hearing –

- a. Welcome New Member, Andrew LeMay – The Board welcomed Andrew LeMay. Board Member LeMay provided a brief history of his appraisal experience to the Board.
- b. The Board thanked George Lamprey for his service and dedication to the Real Estate Appraiser Board.

3. Reading and approval of the minutes of the September 6, 2019 meeting – Board Member Macagba made a motion which was appropriately seconded by Board Member Griffin to approve the public minutes as written. The motion passed unanimously. Board Member LeMay abstained.

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 – Report on Evaluations vs. Appraisals from Barry Shea – The Board reviewed Mr. Shea’s report and asked that the report be forwarded to the Congressional Delegates. The Board has also asked for Staff Member Couture to send a thank you letter to Mr. Shea.
- b. Letter from DOT’s certified appraisers – Re: Experience hours – The Board held a brief discussion. A main topic of discussion was “is a before and after appraisal considered separate appraisals.” The Board asked Staff Member Couture to reach out to IRWA to see if other appraisers have asked about this question and if yes, do they have a solution.

6. New Business –

- a. Upon the motion of Board Chair Sherman and the second of Board Member 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 Board Chair Sherman and Board Member Griffin, the Board by roll call vote resumed public session.

6. New Business, Continued –

- c. Upon the motion of Board Chair Sherman and the second of Board Member LeMay, 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. Request for application approval from Scott A. Scott – The Board held a discussion. Board Member LeMay made a motion which was appropriately seconded by Board Member Griffin to provide a one-time exception and waive Rab 302.03 (c) due to specific circumstances and allow Mr. Scott eligibility to take the Licensed Residential exam once application is complete. The motion passed unanimously.
- e. Update on the OPLC Board Chairs/Presidents Meeting held on Oct. 8, 2019 – Board Chair Sherman provide the Board with an update. Executive Director Grosso introduced himself and provided to the Board Chairs/Presidents his thoughts on handling known issues within OPLC.
- f. 2020 Board Meeting Dates – The Board acknowledged the meeting dates for the upcoming year.
- g. Courses for Approval – Board Chair Sherman made a motion which was appropriately seconded by Board Member Schubert to approve the following courses. Board Member Schubert made a motion which was appropriately seconded by Board Member Griffin to amend the original motion for course “*NCREIF Fall Conference 2019*” to reduce the number of continuing education down to 2 hours due to a lack of appraisal related topics. The motion passed unanimously.

| Course Name | Provider |
|---|-------------------------------|
| 7 Hour National USPAP Course A114 | ASFMRA |
| ASFMRA 90th Annual Convention | ASFMRA |
| 2020-2021 7-hr National USPAP Update Course | Appraisal Institute |
| 2020-2021 15-hr National USPAP Update Course | Appraisal Institute |
| The Cost Approach: Unnecessary or Vital to a Healthy Practice? | Appraisal Institute |
| Residential and Commercial Valuation of Solar | Appraisal Institute |
| Review Case Studies Residential | Appraisal Institute |
| Rural Area Appraisals: Freddie Mac Guidelines and Property Eligibility Requirements | Appraisal Institute |
| What's Next 2020: Economic, Capital, and Investment Market Insights | Appraisal Institute Mass & RI |
| Appraising in Uncertain Times | Appraisal Institute NH/VT |
| Market Trends in NH Real Estate | Appraisal Institute NH/VT |
| Appraisal of Small Residential Income Properties | Columbia Society of REA, Inc |

6. New Business, Continued –

- g. Courses for Approval – Board Chair Sherman made a motion which was appropriately seconded by Board Member Schubert to approve the following courses. Board Member Schubert made a motion which was appropriately seconded by Board Member Griffin to amend the original motion for course “*NCREIF Fall Conference 2019*” to reduce the number of continuing education down to 2 hours due to a lack of appraisal related topics. The motion passed unanimously.

| Course Name | Provider |
|---|-----------------------------|
| 2020-21 National USPAP Update | JMB |
| Mastering Unique and Complex Properties | JMB |
| Methodology and Applications of Sales Comparisons | JMB |
| 2020-21 National USPAP | Lemay School of Real Estate |
| 2020-2021 7-Hour National USPAP Update | McKissock |
| Appraisal of REO and Foreclosure Properties | McKissock |
| Mortgage Lending Appraisal Requirements: Fannie Mae and Freddie Mac | McKissock |

- h. Election of Vice Chair – Board Member Griffin made a motion which was seconded appropriately seconded by Board Member Macagba to nominate Board Member Schubert as Vice Chair. The motion passed unanimously.
- i. Date and time of next meeting – *Friday, January 10, 2020 @ 9:00 a.m.*

8. Adjournment – Board Chair Sherman made a motion which was appropriately seconded by Board Member Griffin to adjourn at 10:51 a.m. The motion passed unanimously.

Respectfully Submitted,



Dawn Couture
Supervisor II