



# New Hampshire Real Estate Appraiser Board

## BOARD

Barry J. Shea  
*Chairman*

Andrew G. Le May  
*Vice-Chairman*

Mary Jurta  
*Secretary/Treasurer*

George F. Brooks III  
Cliff Hurst  
Alfred C. Lerandeau  
Linda Normandin

## OFFICE STAFF

Maureen M. Tully  
*Administrative Assistant*

Audrey D. Robidoux  
*Secretary*

State House Annex • Room 426 • 25 Capitol Street • Concord, NH 03301-6312 • (603) 271-6186

16 December 2003

Mr. Steven D. Fritts  
Chairman — Appraisal Subcommittee  
2000 K Street NW Suite 310  
Washington DC 20006

Dear Mr. Fritts:

Enclosed is a letter from the Chair of the New Hampshire Real Estate Appraiser Board in response to your letter of September 12, 2003. Your letter summarized the findings of the ASC review conducted by Dennis Greene and Vicki Ledbetter in August. Mr. Shea, the NHREAB Chair, has addressed each of the items of concern.

Also enclosed is a page entitled, "Tracking USPAP" which was developed by our staff in order to make sure appraisers fulfill their USPAP obligation. This will be used until our legislature changes our renewal cycle from three to two years.

If you have any questions concerning the enclosed response, please do not hesitate to call.

Sincerely

Maureen M. Tully  
Administrative Assistant  
NHREAB

MMT :Jr  
Enclosures

Re: Your letter of September 12, 2003

Dear Mr. Fritts:

In your letter to this board you identified three problem areas. The Board has discussed these concerns and is addressing each of them.

**Temporary Practice:** The Board has voted to amend its fee structure so that the fee for a temporary practice is \$150 per assignment, rather than \$150 per appraisal. It is the Board's intent by this change to allow an individual working in New Hampshire under a temporary practice permit to appraise multiple properties, as long as all of the appraisals are part of a single assignment.

**Grievance Procedure:** We are working on reducing our backlog of grievances and developing procedures to prevent future problems. We have had some turnover on the board in the past few months and that has slowed our progress, but we are committed to solving the problem.

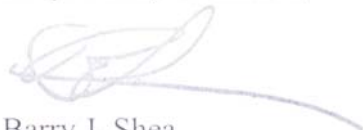
A new Grievance Chair was appointed at our meeting of 12/10/03 and I will be working with him to get caught up. We will send you a log by the end of January and will update that log on a quarterly basis.

The Board has inquired about securing the services of the New Hampshire Administrative Prosecution Unit of the Attorney General's office. At this time we have no official legal assistance in bringing complaints to hearing and the time commitment involved in following through on some of the grievances has become too much for a volunteer. In addition, we are exploring the possibility of getting additional funds appropriated for reviewers/investigators.

**USPAP CE Tracking:** The Board is in the process of developing a proposal for a legislative change to a two-year renewal cycle. If and when the legislation is passed, the problem will be resolved. In the meantime, staff has developed a tracking system (see enclosure) and all appraisers renewing are being informed that they will not be able to appraise property for Federally Related Transactions after two years unless they have met the AQB USPAP Update requirement. This information will also be distributed to all licensed and certified appraisers in our next newsletter.

If you have any further questions, please let me know.

Respectfully submitted,



Barry J. Shea  
Chair



# New Hampshire Real Estate Appraiser Board

## BOARD

Barry J. Shea  
*Chairman*

Andrew G. Le May  
*Vice-Chairman*

Mary Jurta  
*Secretary/Treasurer*

George F. Brooks III  
Cliff Hurst  
Alfred C. Lerandean  
Linda Normandin

## OFFICE STAFF

Maureen M. Tully  
*Administrative Assistant*

Audrey D. Robidoux  
*Secretary*

---

State House Annex • Room 426 • 25 Capitol Street • Concord, NH 03301-6312 • (603) 271-6186

## TRACKING USPAP

### REMINDERS:

- 1) Renewal Letter
- 2) Newsletters
- 3) Certificate Letter

### CHECKING:

- 1) Check off names on the renewal list as the certificates are sent in
- 2) Call or write to those who have not sent in their USPAP certificates by May/June
- 3) Write to those who have still not sent in their USPAP certificates by October. Remind them they cannot do any federally related appraisals after December 31.