

**Minutes of the Maine Real Estate Commission Meeting
July 17, 2025**

<u>MEMBERS PRESENT</u>	<u>STAFF PRESENT</u>
Leanne Nichols, Chairman	Catherine Pendergast, Director
Edith Fontaine	Jeffrey Hill, Deputy Director
Charles Brawn	Lisa Wilson, AAG
	Laurie Northrup, Field Investigator
	Jazmyne Marks, Licensing Supervisor
	Shara Chesley, Office Specialist I
<u>MEMBERS ABSENT</u>	Heidi Lincoln, Office Specialist I
Jane B. Towle, Vice Chair	
Forrest C. Peterson	

Location: 76 Northern Ave Gardiner, ME

Start: 9:05 a.m.

Adjourn: 10:11 a.m.

I. CALL TO ORDER

The meeting was opened by Chair Nichols at 9:05 a.m.

II. AGENDA MODIFICATIONS

A motion was made by Brawn and seconded by Fontaine to add proposed dismissal 2022-REC-18807 and a request for an extension /modification of consent agreement 2025-REC-20591. Unanimous.

III. MINUTES REVIEW AND APPROVAL

A motion was made by Brawn and seconded by Fontaine to approve the minutes of the May 15, 2025, meetings. Unanimous.

IV. PROPOSED DISMISSAL

A motion was made by Fontaine and seconded by Brawn to approve dismissals for 2022-REC-18666; 2022-REC-18701; 2022-REC-18727; and 2022-REC-18807. Unanimous.

V. PROPOSED CONSENT AGREEMENTS

A motion was made by Fontaine and seconded by Brawn to modify the consent agreement 2025-REC-20591 extending the terms of the Agreement to September 30, 2025. Unanimous.

VI. DIRECTOR'S REPORT

1. The Director introduced a new Commission staff member, field investigator Laurie Northrup.
2. The Director provided an update on recent changes to the license renewal audit process. Licensees are now notified they have been chosen for an audit at the time of renewal. Previously licensees received notice of audit after they had completed the renewal process.
3. The Director presented a draft Basis Statement and Summary and Response to Comments and Small Business Impact Statement for proposed Rulemaking:

Repeal:

Chapter 300: GENERAL INFORMATION

Chapter 340: COMPLAINTS AND INVESTIGATIONS

Chapter 350: ADJUDICATORY HEARINGS

Chapter 360: PREREQUISITES TO LICENSURE BY INDIVIDUALS

Chapter 370: CONTINUING EDUCATION

Chapter 390: LICENSING PROCEDURES AND REQUIREMENTS

Chapter 400: AGENCY/DESIGNATED BROKER RESPONSIBILITIES

Chapter 410: MINIMUM STANDARDS OF PRACTICE

Replace:

Chapter 300: COMMISSION MEETINGS

Chapter 340: COMPLAINTS AND INVESTIGATIONS

Chapter 350: ADJUDICATORY HEARINGS

Chapter 360: APPROVAL OF QUALIFYING EDUCATION COURSES

Chapter 370: CONTINUING EDUCATION

Chapter 390: LICENSING PROCEDURES AND REQUIREMENTS FOR INDIVIDUALS AND AGENCIES

Chapter 400: REAL ESTATE BROKERAGE AGENCY AND DESIGNATED BROKER RESPONSIBILITIES

Chapter 410: MINIMUM STANDARDS OF PRACTICE

Commission members were in agreement on responses to comments with the exception of comments regarding the addition of Chapter 400 Section 1(J) Responsibilities of Designated Broker, "Affiliated licensees are properly licensed including completion of continuing education requirements for license renewal." A motion was made by Brawn and seconded by Fontaine to respond to comments on Chapter 400 Section 1(J) by thanking the commenter, but they will proceed without adopting the comment. Fontaine and Brawn voted in the affirmative. Nichols opposed. Motion carried.

A motion was made by Brawn and seconded by Fontaine to accept the Basis Statement and Summary and Response to Comments and Small Business Impact Statement as amended with final approval by Chair. Fontaine and Brawn voted in the affirmative. Nichols opposed. Motion Carried.

A motion was made by Fontaine and seconded by Brawn to adopt Rules as presented. Fontaine and Brawn voted in the affirmative. Nichols opposed. Motion Carried.

4. The Director discussed Resolve Chapter 104, ***Resolve, to Establish the Commission to Recommend Methods for Preventing Deed Fraud in the State*** approved by the Governor on July 1, 2025. Commission membership includes the chair of the Real Estate Commission or the chair's designee. Chair Nichols will designate a Real Estate Commission member.

VII. PUBLIC COMMENT

None

VIII. MEETING SCHEDULE

The next meeting is currently scheduled for Thursday August 21, 2025.

IX. ADJOURNMENT

A motion was made by Brawn and seconded by Fontaine to adjourn the meeting at 10:11 a.m. Unanimous.