

CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE

REGULAR MEETING

Thursday, May 13, 2021

Link to virtual meeting: <https://global.gotomeeting.com/join/791031685>

You can also dial in using your phone

United States: +1(872)240-3212

Access Code: 791-031-685

This meeting was recorded.

The meeting was called to order by Shawna Baron, Vice -Chair at 1:01 p.m.

Members present virtually: Shawna Baron, John Chaponis, Jennifer Gauthier, OPM Rep., Mary Huda, Tom DeNoto, Chandler Rose & Rochelle Lambert, Clerk

Guests present virtually: Pam Deziel & Walter Topliff

PUBLIC COMMENTS

None.

SECRETARY REPORT

Tom DeNoto made a motion to waive the reading & approve the minutes from the April 29, 2021 CCMA Special Meeting. The motion was seconded by Jennifer Gauthier. The motion passed unanimously.

TREASURERS REPORT

The total checkbook balance as of May 13, 2021 is \$43,653.90. John Chaponis made a motion to waive the reading and approve the Treasurers report. The motion was seconded by Tom DeNoto. The motion passed unanimously.

OLD BUSINESS

Workshop credit hours – Mary Huda made a motion to remove the Cannabis - Farm or Manufacturing Workshop and approve the Real Estate Market Trends during COVID Workshop being held in place of on Tuesday, June 1, 2021 at CAAO Assessors School for 3 continuing

education hours. The motion was seconded by Tom DeNoto. Discussion followed. The motion passed unanimously.

Standardized CEU Certificate – Chandler Rose will email Committee members current CEU Certificate form being used by CAAO. Jennifer Gauthier will email Committee members current CEU Certificate form being used by OPM. Further discussion tabled to next regular scheduled meeting.

Assign Test Locations – Pam Deziel updated the Committee with the current class enrollment for June 2021 Assessors School. Jennifer Gauthier made a motion to approve the following in person exam sites and times for the 2021 June classes. Class 1A exam will be held at the Berlin Community Center for an arrival time of 9:00 a.m. with the test being held from 9:30 a.m. – 12:30 p.m. on June 11, 2021. Class 2A exam will be held at OPM from 9:00 a.m. - 12:00 p.m. and the Revaluation Class (4) exam will be held at OPM from 1:00 p.m. - 4:00 p.m. on June 11, 2021. Class 1B exam will be held at the Berlin Community Center for an arrival time of 9:00 a.m. with the test being held from 9:30 a.m. – 12:30 p.m. on June 18, 2021. Class 2B exam will be held at OPM from 9:00 a.m. – 12:00 p.m. and the Class 3 exam will be held at OPM from 1:00 p.m. – 4:00 p.m. on June 18, 2021. The motion was seconded by John Chaponis. Discussion followed. The motion passed unanimously.

Informational packet for attendees – Mary Huda will email the Committee a sample informational packet.

Google Drive update – Shawna Baron created a shared folder named CCMA ST CT in Google Drive. Dave Dietsch & Shawna Baron will have admin rights to shared folder. Discussion regarding adding a CCMA gmail email address.

Certification revocation policy/procedure – Discussion followed. Item was tabled to next month's regular meeting.

Tom DeNoto left the meeting at 2:34 p.m.

NRAAO Scholarship criteria – John Chaponis made a motion for the \$600 CCMA Scholarship for the 2022 NRAAO Conference with the following criteria:

- 1) Applicant must be employed in a Connecticut Assessment office or by the Office of Policy and Management.
- 2) Applicant must demonstrate the intention of pursuing the CCMA designation or CCMA recertification.
- 3) Applicant must verify by supervisor's signature on application that other funds for the conference are not available to him/her.

- 4) Applicant must attend a minimum of twenty-one hours.
- 5) Application must be submitted to the CCMA Committee no later than October 1, 2021.

The motion was seconded by Jennifer Gauthier. Discussion followed. Shawna Baron, John Chaponis, Chandler Rose, and Jennifer Gauthier voted in favor. Mary Huda abstained. The motion passed.

NEW BUSINESS

Possible additional Moderator for 1A – Chandler Rose made a motion to assign Rochelle Lambert to moderate Class 1A with Ann-Marie Heering for 2021 Assessors School. The motion was seconded by Mary Huda. Discussion followed. The motion passed unanimously.

April 29, 2021 meeting minutes – Discussion followed on the motion that was made to add a question to the recertification application at the April 29th Special Meeting. Item tabled to next meeting.

Meeting date – The Committee will be holding a Special Meeting on May 27, 2021 at 1:00 p.m. virtually.

Mary Huda made a motion to adjourn the meeting at 2:49 p.m.

The next special meeting is scheduled for Thursday, May 27, 2021 at 1:00 p.m. via GoToMeeting.

Respectfully submitted,

Chandler Rose