

CCMC Committee Regular Meeting

Thursday, March 24, 2022 at 1:00 pm

Held in person on location at Westbrook, CT during CTx conference

A quorum was present and the meeting was called to order at 1:19 pm by CCMC Committee Chairman John Rainaldi. Attending in person from the CCMC Committee were: Jennifer Gauthier; Denise Talbot; David Kluczowski; Lisa Madden; and Lisa Biagiarelli; Beth Hamel dialed in and participated remotely.

John noted that there were no minutes available for review. The Treasurer's report had been mailed prior to this meeting by David Kluczowski. As of February 28, 2022 the balance in the checking account was \$36,894.91. Lisa Biagiarelli made a motion to accept the report; Denise seconded. All were in favor.

Lisa Madden recommended adding to the treasurer's report a list of any outstanding checks. David agreed and said he would do so going forward.

Lisa Madden noted that she has more checks in payment of road show fees to deposit. David noted there was a student inquiring about a refund who identified herself as Rebecca Z. The Committee had voted at a past meeting to provide this refund and David said he would take care of it.

John indicated he had received communications from some individuals inquiring as to whether or not they had received their re-certification for calendar year 2021 and that we were still waiting on paperwork from the Office of Policy and Management for all those who did successfully recertify. Lisa Biagiarelli indicated she too had received inquiries including several from people at the conference asking about their recertifications.

The next agenda item was workshop requests. At the immediately prior special meeting the Committee had received a request for approval for a 1 hour workshop on state marshal collections that had been submitted by Kimberly Bratz and had tabled the request due to lack of backup. Since that time we had received backup information and the presentation was done by state marshal Patrick Moynihan. Beth Hamel made a motion to approve this workshop, David Kluczowski seconded the motion, the motion passed unanimously.

The next request was from Launa Goslee and Carla Hamel. They were breaking out material from Course 1 into segments to present to their Litchfield County group in an online format.

The next request was for a 1 hour workshop on Freedom of Information requested by Scott Antonson of Thompson. This was a workshop presented by the town. Beth made a motion to approve the workshop and Dave seconded. Discussion ensued. (Don't know who made motions) – vote to deny was 5 – 1 with John voting no because he wanted instead to table the request.

John noted several other individuals had discussed submitting requests but had not followed through as of this meeting. He noted some people questioned why we approved a workshop for the CTx conference with content presented by assessors and related to land records, title and deeds. John said he responded that if the individual felt this workshop was not sufficiently relevant to tax collection they were free to not include it in their submission for recertification; there is nothing saying any person has to submit any particular workshop on their application.

There were four re-certification requests to be reviewed: Iriz Laurenza of East Hartford with 94 hours; Jane Berendsen-Hill of Ridgefield with 61.5 hours; Jocelyne Ruffo of Brooklyn with 78.5 hours and Kathleen Flynn of Hamden with 64 hours. All of the applications had been reviewed for accuracy and content. Denise made a motion to approve all four applications; Lisa Madden seconded. Beth asked a question about applications that had been returned due to people saying “see attached” and then not submitting proper backup. It was noted these four were complete and did have backup. All were in favor of approving the four applications and the motion passed.

Under old business John brought up the issue of the 2022 roadshows. The Committee was having a problem with the road shows filling up almost immediately and individuals being blocked out of attending. Extensive discussion ensued. Lisa Biagiarelli noted that in some of the smaller towns individuals may not work a five day week. Depending on when the email is sent out, they may not even be in the office to receive it and by the time they read it, the road show has already filled up to capacity. Lisa said that the original purpose of the roadshows was to bring education out to the outlying areas and if we allow road shows to fill up with attendees from other parts of the state at the exclusion of those in that immediate area it somewhat defeats the purpose of the roadshow. The Committee was unsure of how to handle sign ups when it is apparent that in some counties people are simply not in the office to receive the email at the time it goes out and that they are at an obvious disadvantage. It was suggested that perhaps the counties should get first preference to sign up for a roadshow in their area; it was suggested that perhaps a person could be allowed to sign up for one roadshow a year but not for all four, or not for more than one; with an eye toward opening up more opportunity for others to attend. It was suggested perhaps we could have bigger road shows with more people attending but it was noted it’s hard to conduct a good road show with too many people. It was agreed we would continue to discuss this issue. The two road shows scheduled for Spring 2022 are both filled.

It was noted that this CTx conference was the first in person event with sign in requirements under the new recertification rules and the Committee acknowledged that there had been some difficulty figuring out how best to accomplish this without frustrating attendees and / or being disruptive or taking too much time. The goal was to be efficient and accurate. We had tried to have sign in and sign out sheets but had created a long line of people trying to sign in and out; having multiple sheets also presented problems as did the idea of having designated people walking around the room with the sheets. It was noted that people were also signing in for others and that we needed to come up with a way of preventing that from happening. The goal is to keep accurate attendance records and to ensure that people attend the courses they claim credit for attending. It was agreed the Committee would continue to work on this.

At 2:13 pm there being no further business and with the conference still underway, John made a motion to adjourn. Denise seconded. All were in favor.

Respectfully submitted by Lisa Biagiarelli, Secretary