

CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE

REGULAR MEETING

Thursday, March 9, 2023

Office of Policy & Management
450 Capitol Avenue, Conference Room 4A
Hartford, Connecticut

The meeting was called to order by David Dietsch, Chairman at 1:03 p.m.

The meeting was recorded by Bill O'Brien.

Members present: David Dietsch, Chandler Rose, John Chaponis, Mary Huda, Jennifer Gauthier, OPM Rep. & Rochelle Lambert, Clerk

Members absent: Shawna Baron & Tom DeNoto

Guests present: John Rainaldi, Lisa Madden, CCMC Representatives & Bill O'Brien

NEW BUSINESS:

CCMC presentation: John Rainaldi & Lisa Madden, representatives from the CCMC Committee presented the Committee with a handout from Gemni Software, a copy that offers automated testing software to administer & test exams and classes. They wanted to see if the CCMA Committee would be interested in this product as well. Discussion followed. The Committee will look into the product further, and tabled further discussion to next month's meeting.

PUBLIC COMMENTS:

John Chaponis made a motion to add public comment to the agenda. The motion was seconded by Mary Huda. The motion carried unanimously. Bill O'Brien, CCMA Instructor, discussed the recent offerings of IAAO classes 102 & 112 and his concerns with the email that was sent out as a CAAO hotline to the CAAO membership. He further noted that the email is endorsing the IAAO classes as a substitute for CCMA Class 3 (income). Jennifer Gauthier clarified that the Class 102 is an acceptable waiver for Class 3, however Class 112 is not.

John Chaponis made a motion to go into Executive Session with the Class 3 Instructors, Bill O'Brien & Rochelle Lambert at 1:30 p.m. to discuss the CCMA exam questions from Class 3. The motion was seconded by Jennifer Gauthier. The motion carried unanimously. Jennifer

Gauthier made a motion to exit the Executive Session at 1:58 p.m. The motion was seconded by Mary Huda. The motion carried unanimously.

Bill O'Brien discussed the Class 3 course material packet that he submitted to the Committee. Discussion ensued on how to print & bind the Class material. Rochelle will contact the other Instructor's to survey how they would like their class material printed & bound for Assessor's School in June.

SECRETARY'S REPORT:

Jennifer Gauthier made a motion to waive the reading of, and approve the minutes from the February 9, 2023 regular meeting. The motion was seconded by John Chaponis. David Dietsch, John Chaponis, Jennifer Gauthier & Chandler Rose voted in favor. Mary Huda abstained. The motion carried.

TREASURER'S REPORT:

John Chaponis made a motion to waive the reading of, and approve, the March 9, 2023 Treasurer's Report as presented. The motion was seconded by Chandler Rose. Discussion followed. The motion carried unanimously.

Current balance on hand as of March 9, 2023 is \$54,694.04.

CORRESPONDENCE:

David Dietsch discussed the letter that he received from the Education Committee regarding prerequisite requirements for the CCMA classes, the auditing of classes by the CCMA Committee members & two Instructors in the classroom for the CCMA classes' requirement. Discussion followed. Jennifer Gauthier looked at the current regulations and found that there is no requirement for taking the classes in order. John Chaponis made a motion to enforce that all CCMA classes must be taken in order. John Chaponis withdrew the motion. John Chaponis made a motion that the Committee adopt the already existing policies for the road show classes, including the requirement of prerequisites, and apply them to the CCMA classes that are held at the annual Assessor's School. The motion was seconded by Jennifer Gauthier. Discussion followed. The motion carried unanimously. John Chaponis made a motion starting with the 2023 Assessor's School at UCONN all students must provide, as part of the class registration, proof that they have taken the prerequisite classes. The motion was seconded by Jennifer Gauthier. The motion carried unanimously.

Discussion was held on the two Instructors in the classroom policy. Discussion followed. The Committee asked Bill O'Brien to offer his opinion on this policy. Bill discussed the difficulty of Instructors having the ability to teach a class and attend the Workshops being held at Assessor's

School with this policy in place. Discussion followed. Jennifer Gauthier made a motion that all CCMA classes have at least two Instructors in the classroom when the class is being held. The motion was seconded by Mary Huda. The motion carried unanimously.

Discussion was held on having CCMA Committee members audit CCMA classes & other classes that are being offered by IAAO. Discussion followed. John Chaponis offered to audit IAAO Class 102 & 112, along with Class 3 at Assessor's School in June. David Dietsch will contact Brian Lastra, IAAO CT Chapter President, to see if they will waive the class fee for the IAAO classes.

David Dietsch received a correspondence from Diane Vitigliano, President, GNLAA, requesting credit hours for an upcoming Workshop they are planning on holding. Discussion followed. This correspondence was tabled to next month's meeting. John Chaponis will follow up with Diane to go over the checklist for requesting continuing education credit hours.

2023 RECERTIFICATIONS:

CCMA I:

Erin O'Connell – approved

CCMA II:

David Dietsch – approved

John DiGiovanna – approved

John Chaponis made a motion to approve the above mentioned recertification applications. The motion was seconded by Mary Huda. John Chaponis, Mary Huda, Chandler Rose, & Jennifer Gauthier voted in favor. David Dietsch abstained. Motion carries.

Jennifer Gauthier will look into the issue with the online fill able pdf application for recertifications.

OLD BUSINESS:

2A Road Show:

Chandler Rose provided an update on the Class 2A road show that is currently taking place. Discussion followed. Jennifer Gauthier will schedule a special meeting on March 16th at 1:00 p.m. to correct the Class 2A exams. The backup date will be March 24th at 10:00 a.m. Both meetings will be held at OPM. It is the Committee's opinion that if a student does not attend the classes being offered and only the class exam, they will not be provided any handouts that are passed out during the classes.

UCONN:

John Chaponis updated the Committee on the status of the 2023 Assessor's School. John confirmed that the CCMA classes will be held at McHugh Hall this year. Lunch will be served at the food court located at the Student Union; each student will receive a meal card as part of the registration. John will follow up with UCONN & Graduate Hotel with the tax exempt information for the Committee. Discussion was held on obtaining a room at the hotel for the CCMA Chairman. John Chaponis made a motion to reserve a room at the Graduate Hotel during Assessor's School week for the CCMA Chairman. The motion was seconded by Chandler Rose. John Chaponis, Chandler Rose, Mary Huda & Jennifer Gauthier voted in favor. David Dietsch abstained. The motion carried. Discussion was held on whether the CCMA Committee will pay for the breakfast being offered at the hotel for any student of Assessor's School that is staying at the hotel. The Committee opted not to pay for breakfast for the students staying at the hotel. The registration fee for the CCMA classes held at the 2023 Assessor's School in June will be \$450.00. CAAO handbooks will be provided to any new students that attend school this year.

Jennifer Gauthier left the meeting at 3:31 p.m.

David Dietsch provided an update on the Special Events being held at the 2023 Assessor's School. Discussion followed. The Committee tabled any further discussion on special events and stipends for Instructors to next month's meeting.

BAA Course:

David Dietsch updated the Committee on the BAA Course that would be sponsored by the CCMA Committee. Discussion followed. Item tabled to next month's meeting.

NEW BUSINESS:

NRAAO Maryland CEU request:

Chandler Rose presented to the Committee the Workshop descriptions & presenters bio's for the 2023 NRAAO annual conference being held in Maryland. Mary Huda made a motion to approve the 2023 NRAAO workshops for up to 42 hours of CEU credits. The motion was seconded by John Chaponis. The motion carried unanimously.

John Chaponis made a motion to adjourn at 3:51 p.m.

The next regular scheduled meeting is scheduled for Thursday, April 13, 2023 at 1:00 p.m. at the Office of Policy & Management building, Hartford, CT.