

CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE

SPECIAL MEETING

Thursday, September 14, 2023

Office of Policy & Management
Conference Room 4A
450 Capital Avenue
Hartford, CT

The meeting was called to order by Dave Dietsch, Chair at 1:01 p.m.

Members present: Dave Dietsch, John Chaponis, Jennifer Gauthier, OPM Rep., Mary Huda, Chandler Rose, Tom DeNoto & Rochelle Lambert, Clerk (arrived at 1:18 p.m.)

Members absent: Shawna Baron

Guests present: Tim Hutvagner & Martin Heft, OPM Undersecretary (arrived at 2:03 p.m.)

The meeting was recorded by Tom DeNoto.

PUBLIC COMMENTS

None.

SECRETARY'S REPORT

Mary Huda made a motion to waive the reading of the minutes & accept the minutes from the July 20, 2023 regular meeting. The motion was seconded by Jennifer Gauthier. Dave Dietsch, John Chaponis, Jennifer Gauthier, Mary Huda & Tom DeNoto voted in favor. Chandler Rose abstained. The motion carried.

TREASURY REPORT

The July Treasurers report was tabled to next month.

Current balance as of August 31, 2023 is \$51,051.38.

RECERTIFICATIONS

CCMA I:

Jennifer Gauthier made a motion to approve Kristen McCardle's, CCMA I recertification application. The motion was seconded by Chandler Rose. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Carol Mordowanec's, CCMA I recertification application. The motion was seconded by John Chaponis. The motion carried unanimously.

CCMA II:

Chandler Rose made a motion to approve Paula Jensen's, CCMA II recertification application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Chandler Rose made a motion to approve Michael Kapinos, CCMA II recertification application. The motion was seconded by John Chaponis. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Lori Kipperman's, CCMA II recertification application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Tom DeNoto made a motion to approve Ross Murray's, CCMA II recertification application. The motion was seconded by Chandler Rose. Discussion followed. Application was tabled to next month's regular meeting. No vote taken.

Tom DeNoto made a motion to approve Anne Paliulis, CCMA II recertification application. The motion was seconded by Jennifer Gauthier. The motion carried unanimously.

Tom DeNoto requested that the Committee review recertification applications on a consent calendar rather than individually for future meetings.

OLD BUSINESS:

UCONN RECAP

John Chaponis updated the Committee on the 2023 Assessor's School CCMA classes. He added that there has been a delay in getting the final report from UCONN. He anticipated having the report for the Committee's next regularly scheduled meeting.

REVALUATION ROAD SHOW RECAP

The Committee reviewed the course reviews submitted from the students taking the class. Discussion followed. The Committee also discussed an incident that had occurred during one of the classes. The Committee discussed the administration of the exam and providing the exam results and certificates immediately following the completion of exams.

NEW BUSINESS:

CAAO EDUCATION COMMITTEE CEU REQUEST

Tim Hutvagner, Co-Chair CAAO Education Committee, presented the November of 2023 Workshop, sponsored by the CAAO Education Committee, for approval of 6 CEU credit hours. The topic of the Workshop is Pre-Trial Preparation & Mock Trial. Discussion followed. The Committee determined that if a participant attended the Pre-Trial Preparation portion of the Workshop in June of 2023 at UCONN Assessor's School, they would not be eligible for CEU credits at the November Workshop, and would be eligible for CEU credits for the Mock Trial portion of the November Workshop. Tom DeNoto made a motion to approve 6 CEU credit hours for the November of 2023 Pre-Trial Preparation & Mock Trial Workshop. The motion was seconded by Mary Huda. The motion carried unanimously.

1B ROADSHOW

Tim Hutvagner, CCMA Instructor, provided information for an in person Class 1B road show in April of 2024. Discussion followed. Jennifer Gauthier made a motion to approve an in person Class 1B road show in April of 2024. The motion was seconded by Chandler Rose. The motion carried unanimously.

CLASS 3, INCOME REVIEW

The review was tabled to the next regularly scheduled meeting.

CCMA EXAM APPLICATION APPROVAL

Jennifer Gauthier made a motion to approve Teresa Babon's CCMA II exam application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Tom DeNoto made a motion to approve Melissa Bello's CCMA I exam application. The motion was seconded by Jennifer Gauthier. The motion carried unanimously.

Jennifer Gauthier made a motion to deny Derek Berube's CCMA I exam application. The motion was seconded by Chandler Rose. Discussion followed. Jennifer Gauthier made a motion to withdraw the motion made. The motion was seconded by Tom DeNoto. The motion carried unanimously. Application was tabled to the next scheduled special meeting.

Jennifer Gauthier made a motion to approve Victoria Brennan's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Jennifer Gauthier made a motion to deny Suzanne Browning's CCMA I exam application. The motion was seconded by Chandler Rose. Discussion followed. Jennifer Gauthier made a

motion to withdraw the motion made. The motion was seconded by Chandler Rose. The motion carried unanimously.

Mary Huda made a motion to approve Karen Caisse's CCMA I exam application. The motion was seconded by Chandler Rose. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Rhonda Caswell's CCMA II exam application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Becky Cooke's CCMA I exam application. The motion was seconded by John Chaponis. The motion carried unanimously.

Jennifer Gauthier made a motion to deny Jill Coolbeth's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Mary Huda made a motion to approve Tina Corriveau's CCMA II exam application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Mary Huda made a motion to approve Lisa Daigle's CCMA I exam application. The motion was seconded by Chandler Rose. The motion carried unanimously.

Tom DeNoto made a motion to approve Karen Dinino's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Elizabeth Domas's exam application. The motion was seconded by John Chaponis. The motion carried unanimously.

Tom DeNoto made a motion to approve Terrance Duffy's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Chandler Rose made a motion to accept Emily Eckenroth's CCMA I exam application. The motion was seconded by Tom DeNoto. Discussion followed. David Dietsch, Chandler Rose, Mary Huda, Jennifer Gauthier & Tom DeNoto voted in favor. John Chaponis abstained. The motion carried.

Tom DeNoto made a motion to approve Thomas Hefe's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Tom DeNoto made a motion to approve Martin Heft's CCMA I exam application. The motion was seconded by Jennifer Gauthier. Discussion followed. Tom DeNoto voted in favor. David Dietsch, Chandler Rose, Mary Huda & John Chaponis opposed. Jennifer Gauthier abstained. The motion failed.

Jennifer Gauthier made a motion to approve Joseph Holstein's CCMA II exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Kevin Johnson's CCMA I exam application. The motion was seconded by Chandler Rose. David Dietsch, Jennifer Gauthier, Mary Huda, Chandler Rose & Tom DeNoto voted in favor. John Chaponis abstained. The motion carried.

Jennifer Gauthier made a motion to approve Tara Keller's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Tom DeNoto made a motion to approve Emmanuel Lorenzo's CCMA I exam application. The motion was seconded by Chandler Rose. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Stacie Maldonado's CCMA II exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Tom DeNoto made a motion to approve Cheryl Marino's CCMA I exam application. The motion was seconded by Jennifer Gauthier. The motion carried unanimously.

Chandler Rose made a motion to approve Dawn Markut's CCMA II exam application. The motion was seconded by Jennifer Gauthier. The motion carried unanimously.

Chandler Rose made a motion to approve Julie Miller's CCMA I exam application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Kevin Murowsky's CCMA I exam application. The motion was seconded by Chandler Rose, David Dietsch, Chandler Rose, Mary Huda, Tom DeNoto, & Jennifer Gauthier voted in favor. John Chaponis abstained. The motion carried.

John Chaponis made a motion to approve Lynn Ormsbee's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

John Chaponis made a motion to approve Steven Parenti's CCMA II exam application. The motion was seconded by Tom DeNoto. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Victoria Peyton's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Hollie Rapp's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Cathy Sarvas CCMA I exam application. The motion was seconded by John Chaponis. David Dietsch, John Chaponis, Mary Huda, Jennifer Gauthier & Tom DeNoto voted in favor. Chandler Rose abstained. The motion carried.

Mary Huda made a motion to approve Erica Torres CCMA I exam application. The motion was seconded by Chandler Rose. The motion carried unanimously.

Jennifer Gauthier made a motion to approve Linda Velez's CCMA I exam application. The motion was seconded by Mary Huda. John Chaponis, Mary Huda, Jennifer Gauthier, Chandler Rose & Tom DeNoto voted in favor. David Dietsch abstained. The motion carried.

Chandler Rose made a motion to approve Andrew Vincent's CCMA I exam application. The motion was seconded by Mary Huda. The motion carried unanimously.

Mary delivered the plaques for the certificates to OPM. The exam date is Wednesday, October 11th at OPM. Jennifer Gauthier, Mary Huda, John Chaponis, Tom DeNoto & Rochelle Lambert will be proctoring the exam.

John Chaponis made a motion to adjourn at 4:12 p.m.

The next special meeting is scheduled for Thursday, October 6, 2023 at noon, at the Shuttlemeadow Country Club.

Respectfully submitted,

Chandler Rose