CERTIFIED CONNECTICUT MUNICIPAL ASSESSORS COMMITTEE

REGULAR MEETING

Tuesday June 11, 2024

Office of Policy & Management
450 Capitol Ave
Hartford

The meeting was called to order by Mary Huda, Chair at 11:00am.

Members present: Mary Huda, Chandler Rose, Jennifer Lineaweaver, Jennifer Gauthier, Tom DeNoto, Shawna Baron (clerk), Bill Lee & John Chaponis (arrived 11:21am).

PUBLIC COMMENT:
None.

MINUTES:
Chandler Rose made a motion to waive the reading and accept the minutes from the 5/14/24 regular meeting. The motion was seconded by Tom Denoto. The motion carried unanimously.

TREASURER'S REPORT:
Chandler Rose made a motion to waive the reading and accept the Treasurer's report from June 10, 2024. The motion was seconded by Jennifer Lineaweaver. The motion carried unanimously. The balance as of June 10, 2024 was $62,821.73.

CORRESPONDENCE:
Jennifer Gauthier discussed correspondence she received from James Steiner requesting an updated letter that reflects his continuing education hours from the August dates of the Revaluation Road Course offered last year. Jennifer Gauthier made a motion to draft a letter for the 14 hours of class that he attended in August. The motion was seconded by Chandler Rose. The motion carried unanimously. Chandler discussed correspondence he received inquiring if IAAO self- study courses are eligible for continuing education credits. The committee confirmed they are as long as they are assessment or appraisal related.

2024 RECERTIFICATIONS:
Jennifer Lineaweaver made a motion to approve the following recertification applications: Kara Fishman CCMA II & Michael Courtney CCMA II. The motion was seconded by Chandler Rose. The motion carried unanimously.

NEW BUSINESS:

SPA Annual Connecticut Seminar:
Jennifer Gauthier made a motion to approve the SPA Annual Connecticut Seminar being held on June 24-June 25 for 9 hours of continuing education credit. The motion was seconded by Tom Denoto. The motion carried unanimously.

CFBA PA-490 Webinars:
Tom Denoto made a motion to approve the Connecticut Farm Bureau PA-490 live webinars being held on Tuesday July 9, 2024 & Tuesday September 17th, 2024 for three hours of continuing education credit. The motion was seconded by Chandler Rose. The motion carried unanimously.

2024 UCONN ASSESSOR SCHOOL:
Discussion ensued regarding the full week of classes offered at the 2024 UCONN Assessor school and the overall success reported by instructors, students and CCMA Members. The committee took note of items to address for next year including the printing of class materials, instructor log-ins to UCONN's network, and possible meal options to add for student registration next year.

Student Instructor Evaluation Review
Tabled for the July meeting.

EXECUTIVE SESSION:
Jennifer Gauthier made a motion to enter executive session to grade the exams following the 2024 UCONN Assessor School and to discuss a personnel matter. The motion was seconded by Chandler Rose. The Chair invited Shawna Baron, as CCMA Clerk, into executive session.

The committee came out of executive session at 3:00pm.

Jennifer Gauthier made a motion to reduce Rochelle Lambert's instructor stipend to $800 for the week and to deduct the amount equaling half of her hotel stay. The motion was seconded by Jennifer Lineaweaver. John Chaponis abstained. The motion carried.

Jennifer Lineaweaver made a motion that the Chair direct the CAAO Education Committee requesting that they remove Rochelle Lambert from the active certified instructor list. The motion was seconded by Bill Lee. John Chaponis abstained. The motion carried.

Bill Lee made a motion to re-enter executive session to complete the grading of the exams. The motion was seconded by Chandler Rose.

Chandler Rose & Bill Lee departed at 3:07pm.
The committee came out of executive session at 3:34pm.

OPM REPORT
None.

John Chaponis made a motion to adjourn the meeting at 3:34 pm.

The next regular meeting is scheduled for Tuesday July 9, 2024 at 1:00pm at a location to be determined.

Respectfully submitted,

Jennifer Lineaweaver