

CCMC Committee Virtual Member Meeting Minutes - DRAFT

Tuesday, April 8, 2025

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The meeting was called to order at 10:10 AM by Chairperson John Rainaldi. In attendance were committee members Beth Hamel, Launa Goslee, Lisa Madden, and Martin Heft; David Kluczowski joined at 10:12 AM. Lisa Biagiarelli was unable to attend.

John introduced an agenda item to approve the minutes from the regular member meeting held on March 20, 2025. Lisa M. made a motion to dispense with the reading of the minutes and to approve them with one amendment; Beth seconded the motion.

In Item 2a under New Business, regarding the workshops, it was Lisa M. who made the motion to approve, not Lisa B.

A vote was taken, and the motion carried.

The next item on the agenda was to review and approve the Treasurer's Report for March 2025. The balance at the end of March 2025 was \$59,107.82. Launa made a motion to dispense with reading the full Treasurer's Report and to accept it as presented; Martin seconded the motion. Lisa M. asked David if he had an update on the certificate of deposit (CD) he was researching at the bank. David explained that the branch had been uncooperative and had been giving him the runaround. He is still investigating the matter. John mentioned that there was still an issue with PayPal, and our account is currently suspended. They have referred our account to the 'back office,' but so far, they have not been very helpful. He suggested that we consider switching to Venmo, but we should wait a bit longer to see if the 'back office' can resolve the issue. Hopefully, it will be fixed soon so we can return to business as usual. David also mentioned that David Greaves informed him that his new municipality has taken 100% of the stipend he received for teaching the Precourse. We had a brief discussion regarding how we receive stipends and whether we can offer credit in place of cash payments due to this issue. It was noted that if this change were to occur, we would need to discuss the 1099s issued to affected individuals. David will look into what would need to be done if this barter system were to be implemented and offered to others receiving stipends. With the motion on the floor to approve the Treasurer's Report, a vote was taken, and the motion carried.

In New Business, John mentioned that we had only one workshop to discuss.

1. Lisa Madden, Regional Revenue Collector: Windham - Chaplin - Hampton - Scotland, submitted on behalf of the Connecticut Tax Collectors' Association for 2.5 CEUs hour for a presentation on UCC Liens given by Chris Drake of the State of CT and Records Retention given by Natalie Ellston, Canterbury Tax Collector, in May 2025 at the Aqua Turf.

Beth made a motion to approve this workshop; Launa seconded. A vote was taken, and the motion carried. Lisa M. abstained.

In other New Business, John mentioned that we needed to discuss the recertification applications we received. The following submission was received.

1. Katherine Cryder of Deep River with 54 hours submitted.

Martin made a motion to approve her application; Lisa M. seconded the motion. A vote was taken, and the motion was carried.

In other new business, John noted that seven applications had been received for CCMC Certificate requests. Beth reminded everyone that last year, a new CCMC Certificate application was approved, and all seven of the current submissions were based on the previous application. John stated that an email would be sent to future applicants informing them that they need to submit their requests using the new application format going forward.

The following applications were up for consideration:

1. Amrita (Christine) D Jitu of Bethel.
2. Ariel J Gulovsen of Griswold.
3. Christine Dixon of East Lyme.
4. Jennifer Wolf of Tolland.
5. Laurie A Marcotte of Ledyard.
6. Sandra Kozikowski of Oxford.
7. Sarah Carey of Plainville.

Lisa M. made a motion to approve all applications received, Beth seconded the motion. A vote was taken, and the motion carried.

John asked if there was any other New Business, and two members raised their hands. The following issues/concerns were raised.

1. Beth would like to remind everyone about the upcoming Road Show on May 7th. She will send out an email to check which CCMC Committee members are available to teach it. For now, Launa and David are confirmed as teachers, but the other members will need to respond later. David also mentioned that he had the bin with the lunchware.
2. Lisa M. asked whether everyone preferred to continue using Google as our online document-gathering platform or if we would like to switch to Microsoft, which would allow us to upload documents as well as utilize TEAMS for our online meetings. She inquired if Martin could check whether the state would grant us access to TEAMS. Martin replied that he would investigate this matter, so the decision on which platform to use will be postponed until we have more information.

John asked if there was any Old Business, and several issues were raised.

1. During the meeting on March 20, 2025, we discussed the proposal to maintain the same certification number for certified tax collectors upon each renewal. Currently, a different number is assigned with each renewal, which has caused some confusion. Everyone agreed that having a consistent number would be beneficial for both CCMC and CTx. We also talked about the necessity of adding the issue date to the certificates, and Martin confirmed that this would not pose any issues. John made a motion to adopt the Kintone number for all certified tax collectors, starting from the initial certification and continuing with their five-year renewals. Launa seconded the motion, and after a vote, the motion passed.

2. John and Launa conducted an audit of both Course I and Course II, primarily to assess the performance of the student teachers. John mentioned that once all evaluations are collected from the students in each of these courses, he will invite all teachers from Courses I and II to attend the May meeting. During this meeting, there will be a final discussion on whether the committee will continue working with the two student teachers. He also noted that it might be a good idea to issue another call for additional teachers.
 - a. During our discussion, several issues were raised about our teaching locations and the number of classes for each course to offer each semester. John noted that Pat Moasio from Redding has expressed interest in teaching again. Beth raised concerns about the viability of offering two classes for certain courses, as this could lead to a shortage of teachers for future or other courses. Martin inquired about the possibility of increasing class sizes, but it was pointed out that, given the current course load and students' needs outside of class, this would not be feasible. Various ideas were proposed, but no concrete solutions emerged. Martin suggested the possibility of introducing a week-long tax collector training program, similar to what assessors have, but we still lack a clear solution at this time.
3. John mentioned that May 29, 2025, is the final exam. Lisa M. and David agreed to proctor that exam.

John asked if there was any other business. Seeing none, Lisa M. made a motion to adjourn the meeting at 11:20 AM; Martin seconded. A vote was taken, and the motion carried.

Respectfully submitted by Launa Goslee, Secretary