

**Joint Executive Board and Education Committee Meeting  
May 7, 2020 via WebEx**

Present: Alan Wilensky, CCMC, Kristin Battistoni, CCMC, John Rainaldi, CCMC, Anne Marie Burr, CCMC, Maeci Evans, CCMC, David Kluczowski, CCMC, Jennifer Gauthier, OPM, Scott Ferguson, CCMC, Launa Goslee, CCMC, Lisa Madden, CCMC, Helene Lefkowitz, CCMC, Teresa Babon, CCMC, Jo-Anne Rusczyk, CCMC, Pat Monahan, CCMC, Lisa Biagiarelli, CCMC, Denise Talbot, CCMC, Paula Usher, CCMC, Colleen O'Connor, CCMC, Stephanie Irving, CCMC, Rebecca Juchert-Derungs, CCMC,

Meeting called to order at 10:02am by Teresa Babon, President.

**Minutes:** Previously distributed for review. Motion to dispense with reading of January 14, 2020 minutes, both Executive and Board, made by Maeci, seconded by Lisa Biagiarelli.

Discussion regarding the following corrections of minutes: Executive Board: spelling of name: Paula Usher under adjournment; Education: regarding motion for Kathy Larkins to spend \$200 on miscellaneous items, add original motion made by Pat Monahan.

Motion to accept both sets of minutes with corrections noted above, made by Lisa Biagiarelli and seconded by Ann Marie Burr. **Motion Carried.**

**Treasurer Report:** Previously distributed for review. Motion to dispense with reading of Treasurer Report made by Maeci Evens, seconded by Pat Crisco. **Motion Carried.**

Discussion: Lisa Madden asked if the insurance premium that was paid on April 27<sup>th</sup> (Check #1764) was Officers & Director's insurance. It is not, it is liability insurance. The Officer's & Director's insurance was something that was discussed a year ago and nothing was ever done. Teresa Babon will look into this.

Correction required on the Treasurer's Report under expenses check #1750 – name should be John Snyder, not Snyer. Motion to accept Treasurer's report with correction made by Ann Marie Burr. Seconded by Maeci Evans. **Motion Carried.**

**Correspondence:** None. Teresa Babon thanked the group for the sympathy card sent to her for the passing of her dad.

**New Business**

Teresa noted the following:

- New Executive Board was sworn in April 24<sup>th</sup>.
- Executive Order 7S: Procedural/operational questions should be put out to CTx Board first. Keep questions within CTx to the degree possible. Policy questions will go to Jennifer Gauthier, OPM.

How are Deferments going?

Scott Ferguson, Danbury; lots of social media marketing; didn't do mailing; applications are coming in slow; Launa Goslee: sending out 18,300 postcards; Ann Scacco; has about 100 applications already for

July; David K, Fairfield offering deferment across the board; issues: none of the Invoice Cloud payments are showing deferred amount (on first day of delinquency for quarterly);

Deadline to Apply: there is inconsistency among towns: some are making deadline earlier than July 1, some are going past July 1<sup>st</sup>. Jennifer Gauthier, OPM, states that State stance was originally that applications SHALL be received up until July 1<sup>st</sup>. But then OPM got a call where dates were earlier in May; State leadership says town can decide date they want, as long as it doesn't go BEYOND July 1.

**Operational Plans for July 1, 2020:** Teresa encouraged us to put a plan in place and start discussing with leadership.

### **Old Business**

- Joint Meeting with CAAO: Due to the uncertainty about when it will be safe to gather due to COVID-19, she withdrew CTx from joint Assessor/Collector meeting, originally scheduled for May 5<sup>th</sup> and postponed until June 23<sup>rd</sup>.
- Conference 2020/2021: Alan Wilensky: We had originally tried to postpone to October, but we don't know what will be happening, so contacted Waters Edge; they agreed to move conference to following March so we can get back on schedule with no penalty.  
We can use format already set up. Therefore, 2020 Conference postponed to March 2021;

Question from Carla Hamel: hold money or refund to towns? **Discussion tabled.**

Question: Do we have right to refuse cash for payments in July? Per Adam in 2017: we **CAN** refuse cash; court cases made clear that towns can have policy limiting the type of transactions. Adopt resolution saying we will not accept cash.

Jennifer Gauthier: Martin Heft says agenda item on Board of Selectman. Have them adopt a temporary policy through end of the year (2020) which can then be extended. Can be made across the board for ALL departments.

Pat Monahan: difference between cash and checks? Jennifer G. says money transferring from person to person quickly versus check that comes from one person, from their wallet, etc....

Teresa: Southington will continue to accept cash. Lisa B. will send general overview of pros and cons with taking cash.

**Recertification:** Got final approval from OPM

Jennifer Gauthier: Regulations passed through Governor's Office and then posted for review in E-gov section. Now a 30 day period for people to comment re: issues with it. Please review and send comments to Jennifer Gauthier. After 30-day period, will go to Legislature for signature. Wants to put in place for 2021. Will be a 5-year recertification cycle, with a requirement of 50 hours of continuing Education during that 5-year period.

Motion to adjourn made by Ann Scacco and seconded by at 11:19.