

Connecticut Tax Collectors' Association, Executive Board Minutes

West Hartford Town Hall, Room 217

September 19, 2017

Present: Launa Goslee, CCMC, Teresa Babon, CCMC, Helene Lefkowitz, CCMC, Ann Scacco, CCMC, Scott Ferguson, CCMC, Lauren Stuck, CCMC, Carla Hamel, CCMC, Kristin Battistoni, CCMC, Iris Laurenza, CCMC, Deborah Heim, CCMC, Colleen O'Connor, CCMC, Dave Kluczowski, CCMC, Lisa Madden

President, Launa Goslee called the meeting to order at 12:30 p.m.

Secretary's Report: Motion to waive the reading of the minutes from the May 11, 2017 meeting was made by Teresa Babon and seconded by Colleen O'Connor. Motion carried.

Corrections were discussed of the minutes as follows:

- Remove Lisa Madden as "Present"
- Under Escrow, remove Lereta as attending the Escrow Meeting
- Change time of adjournment to 2:37

Motion to accept the minutes with discussed changes was made by Scott Ferguson and seconded by Teresa Babon. Motion carried.

Secretary Correspondence: A note was received from Northeast Regional, thanking CTx for being a sponsor. A thank you note was also received from Cut Out Cancer, thanking Ctx for the donation made in memory of Nancy Lefkowitz.

Treasurer's Report: Ann Scacco presented the Treasurer's Report for the period of May through August 2017. Ann also presented a revised report from the 2017 Seminar, as some of the deposits and expenses came in after the last report. Motion to accept the Treasurer's Report was made by Carla Hamel and seconded by Colleen O'Connor. Motion carried.

### New Business

Committee Reports:

Awards: Deb Heim reported that she is aware of the following upcoming retirements: Peggy Klein (Westport), Arlene Boutin (Winchester), and Lucy Gajewski (Berlin). Deb asked that the county presidents continue to notify her of upcoming retirements so that gifts can be presented at the appropriate meeting.

DMV: There was a brief discussion regarding DMV releases and the migration to the new FTP site. Launa said to notify her of any DMV issues and she will present them at the bi-weekly call with DMV.

Escrow: Iris Laurenza reported that things are quiet regarding escrow. Corelogic was the only servicer to attend the last meeting, and therefore, the committee will meet only once each year. Next meeting - Spring 2018.

Certification: Launa Goslee reported that fall classes have started. Registration for the classes is now online and for the most part is going well, although the committee is working through one glitch regarding the inability to sign up for the wait list if the class is full.

NERTCTA: Debra Heim reported that the NE Regional Conference went very well, and the topics presented were excellent, including a session on internet security. Next year will be the 30<sup>th</sup> anniversary of the conference, and it will be held in Providence RI.

Audit: Scott Ferguson reported the Joe DaPonte, CPA has worked with CTx and has given guidance as to appropriate record retention timeframes. Joe recommended a three-year time frame for most documents, but noted that special situations may suggest a longer holding period (ie: records relating to the Debra Guerette situation, for example).

Legislation: Dave Kluczowski gave a brief overview on what is currently happening with the budget at the CT State Capitol.

Carla noted that she spoke with Dave Kalafa from OPM, and wanted to remind the group that if the mill rate changes, both the M1 report and tax warrants need to be amended.

CCM Convention: Lisa Biagiarelli will be presenting at the November CCM convention.

#### Other Business:

Launa is working on an updated CTx General Contact sheet. The intention is to get this on CTx website.

Launa has been made aware that many towns are having issues with QDS. While this isn't necessarily a "CTx issue", so many of the towns use QDS that it has become a CTx issue. She suggested getting a group together to meet with QDS to discuss these issues, and will work on making this happen.

The issue of professional fees and the fact that we do not have a retainer with Adam Cohen was discussed. It was decided that there is no need to make changes to this arrangement right now.

Nominating Committee: The committee presented the following slate of officers for election at the Association's fall meeting:

- President: Lisa Theroux CCMC, Shelton
- 1<sup>st</sup> Vice President: Teresa M. Babon CCMC, Bristol
- 2<sup>nd</sup> Vice President: Alan Wilensky, CCMC, Waterford
- Secretary: Helene Lefkowitz, CCMC West Hartford
- Treasurer: Ana LeGasse, CCMC, Plainville
- Asst. Secretary: Stephanie Irving, CCMC, Stafford
- Asst. Treasurer: Maeci Evans, CCMC, Fairfield

Discussion followed regarding the nomination of Maeci for Assistant Treasurer. After reviewing the CTx Bylaws, the group agreed that the bylaws prohibit the same person from holding this position for more than the maximum term of four years (regardless of whether the four years served were consecutive or not). Maeci has already served in this capacity for the maximum term and is therefore not eligible to serve again. The Nominating Committee has taken this under advisement and will seek to nominate a different individual.

Motion to adjourn by Teresa Babon at 2:00 and seconded by Helene Lefkowitz. Motion carried.

Respectfully Submitted,

Helene J. Lefkowitz  
Secretary