

CONNECTICUT TOWN CLERKS ASSOCIATION, INC.

EXECUTIVE BOARD MEETING

Wednesday, September 20, 2006, 2:00 p.m.

Water's Edge Resort and Spa

Westbrook, CT

Executive Board Members present: Sandra Hutton Russo, President
Joseph Camposeo, Executive Vice-President
Laura Francis, Second Vice-President
Sarah V. Becker, Secretary
Marguerite Phillips, Treasurer
Beth Birmingham, Assistant Treasurer

County Vice-Presidents present: Patricia Strauss, Fairfield County
Irene Masse, New Haven County
Leslie Cotton, Hartford County
Joe Quartiero, Litchfield
Debra Denette, Middlesex County
Dee Anne Brennan, New London County
Cathy Nurmi, Windham County
Susan DePold, Tolland

Sandra Russo, President, called the meeting to order at 2:15 p.m.

Cathy Nurmi moved, seconded and Dee Anne Brennan and unanimously voted to approve the minutes of April 27, 2006.

Sandra Russo reported that at a request from the Governor's office, Dave Levasseur from the Commission for Unfunded Mandates, would like the Clerks to report to him by September 25th what they feel is the top 10-15 unfunded and/or partially funded mandates we believe are the most important.

Sandra Russo noted that a panel, ASPA (Society of Public Administrators) will convene on November 15th in Wallingford to discuss the new voting machines and Andy Garfunkel will representative the Clerks.

The second annual Justice of the Peace Conference will be held on November 18th in New Britain at CCSU Memorial Hall.

RETIREES: Note read from Kathy Quin to Lisa Leary in appreciation of the framed painting received from the CTCA on her retirement.

LEGISLATIVE: Patty Strauss reviewed the legislation involving the Clerks that was not passed last year. She asked that if we have of any bills being raised that we feel we should monitor to please alert her. She also advised that a cat licensing survey will be distributed and requested that the Clerks respond as soon as possible.

Laura Francis noted that we should foster good relations with our legislators, however, any concerns we have should funnel through our Legislative Committee.

It was noted that Mike Dugan must book the room for our Legislative reception early enough OR what reasons do we have to continue this practice?. Sandra suggested that perhaps each County should focus on holding a breakfast meeting with our Legislators – set a date and time that all Counties could hold such a gathering in the same time frame (Municipal Clerk Week?).

EDUCATION: Therese Pac reported that the July class showed increased attendance with 27 signed up for the next class. IIMC will retroactively give credits – she expects the second draft soon regarding this agreement.

CERTIFICATION: Katy Wall expressed concern over the reasons some clerks do not wish to attend to receive their certificate. Sandy stressed that we always want a “fun” atmosphere and that County VP’s should encourage Assistants to attend as a tribute to their hard work to achieve this distinction and perhaps these individuals should be recognized at a County meeting.

MEMBERSHIP: no report

SCHOLARSHIP: no report

VITALS: Katy Wall reported that Director Beth Frugale is looking at a web based program. She expressed her concern that Vitals presentations should be such that only one topic is discussed and thoroughly understood.

CONFERENCE: President Russo spoke regarding the fact that these are Election conferences and we should focus on this topic only on Thursday mornings and leave the afternoon to discuss “other duties”. Sandra reviewed with Leslie Mara, Deputy Secretary of State, the role the Elections Division plays at the Conference and their lack of preparedness and content of various functions. Cindy Ladwig suggested that these topics should be in general session (everyone in the same room). Sandra advised that Leslie Mara wants to be involved with the Clerks.

The spring conference will be held April 25-27 at Adrian’s Landing in Hartford. The Legislature will be in session at this time and perhaps this would be a good time to have our reception. Sandra announced that Dan Carey will be the Conference Chairman.

Sandra suggested that in the future we should rethink the procedure putting the Conference together and have the Conference Committee work together with a person designated by the County to accomplish the theme, etc.

Sandra advised that Cindy Ladwig has instituted new Vendor Sponsorship levels (platinum, etc.) and this is working very well.

TECHNOLOGY: Therese Pac reported the survey has been completed. She is working with Mike Kotic, Elections Officer, revamping the absentee ballot.

Sandra thanked Laura Francis and those who attended the September 13th computer website training. Laura advised that QSend will present an all day session on October 3rd at a cost of \$299.00.

Sandra thanked Therese Pac for chairing two very important committees.

TREASURER'S REPORT: Sandy reviewed the auditor's report. Marguerite Phillips, Treasurer, reviewed the Financial Statements. Discussion was heard on various investments possible due to our increased revenues.

Irene Masse advised that the Assistant Town Clerk pins will be coming soon.

On a motion duly made and seconded it was unanimously voted to adjourn at 3:45 p.m.

Respectfully submitted,

Sarah V. Becker
CTCA Secretary