

MINUTES

MOBILE MANUFACTURED HOME ADVISORY COUNCIL

OCTOBER 16, 2013

The Mobile Manufactured Home Advisory Council convened at 10:07 A.M. at the State Office Building, in Room 117, 165 Capitol Avenue, Hartford, CT 06106.

Members Present:	Bennett Pudlin Leonard S. Campbell Joseph B. Castonguay Myriam Clarkson Rose Holbrook Keith Jensen Marcia L. Stemm Albert Hricz	Attorney at Law, Acting Chairperson Town Planner CT Real Estate Commission Member Mobile Manufactured Home Industry Representative Connecticut Housing Finance Authority, Alternate Park Owner, Co-Chairperson Park Owner Park Tenant
Members Absent:	Mark Berkowitz Erwin Cohen, Ph.D Lorraine Conderino George Cote Nancy E. Dickal Jennifer Ponte	Park Owner Senior Citizen Park Tenant Banking Industry Representative Park Tenant Department of Economic and Community Development Representative
Board Vacancies:	One Representative of the Housing Advisory Committee	
DCP Staff Present:	Robert M. Kuzmich, License & Applications Specialist Vicky Bullock, Staff Attorney	
Public Present:	Nancy Palmisano Arthur Mazeau Mary W. Campbell Raphael Podolsky, Esq.	Connecticut Manufactured Housing Association Connecticut Home Owner's Alliance NW, CT Property Owners Legal Assistance Resource Center of Connecticut

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information contact Richard M. Hurlburt, Director at (860) 713-6135 or Fax: (860) 706-1255.

Agency Website: www.ct.gov/dcp Division E-Mail: dcp.occupationalprofessional@ct.gov

MINUTES OF PREVIOUS MEETINGS

Review and approve minutes of the **July 17, 2013** Mobile Manufactured Home Advisory Council meeting. The Council reviewed the minutes, in detail, and voted to approve the minutes as submitted. (Campbell/Clarkson)

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

No additional comments or concerns were raised.

REPORT FROM SUB-COMMITTEES

LEGISLATIVE COMMITTEE

1. Ms. Bullock suggested that the this subcommittee meet subsequent to today's meeting to in fulfillment of the Governor's mandate that all Departments review their Statutes and Regulations to update, revise, and eliminate, as necessary, any areas that may be outdated. Mr. Pudlin agreed that this meeting should take place at a time to be determined in the future. Mr. Pudlin will send out a survey will some possibilities for meeting dates. Mr. Podolsky suggested that this committee be attended by anyone interested in participating as opposed to a limited membership. Mr. Pudlin agreed and noted that he believes in public participation for all of the Council's Committee meetings.

FINANCE COMMITTEE

1. Discussion of the Connecticut Housing Finance Authority's (CHFA) Financing Program. Ms. Holbrook reported that CHFA is continuing to offer their finance (mortgage) program originated by the Connecticut Housing Investment Fund who also service the loans on behalf of CHFA. She noted that there have been approximately twelve loans completed. Mr. Pudlin noted some past ongoing issues that have been addressed by CHFA and some that were waiting for new leadership to be in place before being addressed. The leadership is now in place and, as such, Mr. Pudlin suggested that a future meeting be set up with the Council Subcommittee and the new Vice President of CHFA.

Ms. Holbrook explained, in detail, some of the particulars of their financing program to Mr. Podolsky and Members of the Council. She also noted that their financing Department is in the process of being reorganized.

EDUCATION COMMITTEE

No items were discussed.

OLD BUSINESS

1. Continuation of Discussion pertaining to recommendations for revisions to MMHAC website. Mr. Pudlin expressed his appreciation to this Education Committee and Ms. Nancy Palmisano for getting the changes to the Department in a timely fashion including new photographs. Mr. Pudlin expressed his gratitude to all involved for their hard work and suggested that this item be kept on future agendas of this Council so that the website remains current and doesn't fall behind with updates as they become necessary.

2. Update from Mr. Pudlin regarding the revisions to the *Rights and Responsibilities of Mobile Manufactured Home Communities in Connecticut Booklet*. Mr. Pudlin stated that he and Mr. Podolsky attempted to make the handbook more accurate by condensing, rearranging, and reordering some sections to make the handbook more coherent. Mr. Podolsky suggested that perhaps some of the Department's past Declaratory Rulings be incorporated into this handbook. Mr. Pudlin noted that the inclusion of Frequently Asked Questions (FAQ's) and the reorganization of the existing material were addressed in two parts in order to make the book more user friendly. He circulated an early draft to all today for review and comment; in particular for format and substance. Mr. Pudlin reminded the Council that the Department has asked them to consider a list of questions received by them from Consumers for possible incorporation into this Handbook. He also reminded all that there will be one publication incorporating both frequently asked questions and the booklet itself. Mr. Pudlin asked that all comments be received in two weeks and set November 1, 2013 as the deadline date.

3. Continuation of discussion on the Park Owner Survey. Ms. Bullock noted that the Department's Summer Interns worked on this project. The Department received a forty percent (40%) return rate on the first mailing and then the second mailing was done, however, the results of this second mailing have yet to be tabulated. Telephone follow-up calls were made by the Interns this past summer. She also noted that the Department no longer has Interns available. Mr. Pudlin asked if this data can be compiled as a summary analysis and presented to the Council so that they see what they want to do with it and if it is useful information. Mr. Pudlin offered his assistance and asked that this information be presented to the Council in advance of their next meeting

At this point, Mr. Pudlin had to leave the meeting in fulfillment of a previous commitment and had arranged in advance for Mr. Jensen to continue the meeting today as Acting Chairman in his absence.

NEW BUSINESS

1. Department Update concerning Mobile Home Park Complaints and Inspection Reports. Ms. Bullock addressed this issue and reported that the Department at present has five open complaints and seven closed complaints to date in 2013. Further, annual inspections are continuing this month. Ms. Bullock has no further information on the nature of the complaints and noted that the information given to the Board today is all she has been given by the Trade Practices Division. Ms. Bullock also noted that the Department has assigned Real Estate Examiners to assist in Complaint investigation.

In response to a question from Mr. Podolsky, Ms. Bullock clarified that twelve complaints represent the total number of complaints received to date in 2013. Ms. Bullock will try to get a summary of complaint reports from 2012 for a comparison to this year's data in recognition of a request for the same from the Council.

2. Any correspondence and/or business received in the interim.

Mr. Podolsky stated the Legislature repealed the Central Housing Committee accounting for the vacancy that existed on this Council for years that can no longer be filled. Mr. Podolsky asked that a permanent replacement be assigned to this Council. Ms. Holbrook will follow up on this request.

Mr. Podolsky asked that the language and accuracy of the vacant positions on the Council be verified and coordinated with the Statutory language for consistency and clarity for everyone's benefit.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

No additional comments or concerns were raised.

There being no further business, the Council adjourned at 11:09 AM. (Stemm/Campbell)

Respectfully submitted,

Robert M. Kuzmich, R.A.
Advisory Council Secretary

NEXT MEETING DATE;

JANUARY 15, 2014

**STATE OFFICE BUILDING
165 CAPITOL AVENUE, RM. 117
HARTFORD, CONNECTICUT**