

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE MARSHAL COMMISSION
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Meeting Was Conducted Remotely Using Microsoft Teams

DRAFT MINUTES
STATE MARSHAL COMMISSION MEETING
April 27, 2023

Commissioner Thomas A. Esposito, Chairperson, called the meeting to order at 6:30 p.m.

Staff Attorney Sousa advised all participants that the proceedings were being recorded.

Commissioner Esposito confirmed all members in attendance and verified that a minimum 5 voting member quorum was present.

Members present and participating remotely: Chairperson Thomas Esposito; Vice-Chairperson Shirley Skyers-Thomas; Commissioners Bryan Cafferelli; Hon. Leo Diana; Michael Desmond and John Vamos; Ex-officio (non-voting) Members State Marshal Thomas Burke and State Marshal Lisa Stevenson.

Commission Staff present: Staff Attorney Thomas J. Sousa, Jr. (non-voting) and Special Investigator Anthony Valenti (non-voting).

Members Absent: Commissioner Salvatore Vitrano.

Topics:

1. Minutes of the March 30, 2023, Regular Meeting:

Commissioner Cafferelli made a motion to accept the minutes of the March 30, 2023, regular State Marshal Commission meeting. Seconded by Commissioner Diana the motion passed unanimously (with Commissioner Vamos abstaining).

2. Paralegal Specialist:

Staff Attorney Sousa reported that work to fill the paralegal position is still in process.

3. Retirements/Resignations/Inactive/Deaths:

Commissioner Skyers-Thomas made a motion to transfer inactive New Haven County State Marshal Richard D. Krueger back to active status effective June 1, 2023 – conditioned

upon Marshal Krueger submitting proof of current liability insurance coverage and paying the stayed 2021 and 2022 annual state marshal fees. Seconded by Commissioner Vamos, the motion passed unanimously.

4. Complaints:

Commissioner Diana made a motion to dismiss complaint file 21-19 (*In Re* Douglas, M.) for lack of probable cause. Seconded by Commissioner Vamos, the motion passed unanimously.

5. Administrative Updates:

Staff Attorney Sousa reported that the Commission staff and Chairperson Esposito attended an April 21, 2023, formal in-person *Freedom of Information Act* training session in the 450 Columbus Boulevard state office building. An instructor from the state Freedom of Information Commission provided the instruction. The State Marshal Commission is in compliance with most Freedom of Information Act requirements, however a few minor areas were identified where improvement can be made.

The first “*In Re*” complaint related to the dismissed Yale Law School Housing Clinic foreclosure cases was recently initiated and mailed to the Respondent state marshal for an answer. More of these in-house complaints will be filed during the next few weeks.

Staff Attorney Sousa stated that a Zurich Insurance application form that is required for statutory (C.G.S. § 6-39) state bonding was recently sent to the 21 new state marshals. The new marshals were asked to return their completed forms to the Commission office by May 1, 2023. Investigator Valenti will collect the completed forms and forward them to the appropriate agency.

Staff Attorney Sousa informed the commissioners that the office staff will conduct a review of the eight inactive state marshals’ files and report back to the commissioners with findings as to whether continued inactive status is appropriate. This topic will be added to the June 2023 regular monthly meeting agenda and may require a vote/action by the Commission.

Commissioner Diana made a motion to adjourn. Seconded by Commissioner Cafferelli, the motion passed unanimously and Chairperson Esposito closed the meeting at 6:47 p.m.