

**STATE OF CONNECTICUT**

**HOME INSPECTION LICENSING BOARD**

TEL. NO. (860) 713-6135

**-MINUTES-**

**SEPTEMBER 27, 2017**

The Connecticut Home Inspection Licensing Board held a meeting on Wednesday, September 27, 2017 in Hearing Room J., 450 Columbus Boulevard, North Building, Hartford, Connecticut 06103.

Board Members Present: Richard J. Kobylenski (*Home Inspector*)  
Bruce D. Schaefer (*Home Inspector*)  
William Stanley, Jr. (*Home Inspector*)

Board Members Not Present: Lawrence R. Willette (*Home Inspector*)

Board Member Vacancies: Three (*Public Members*)  
One (*Home Inspector*)

DCP Staff Present: Robert M. Kuzmich, License/Applications Specialist, DCP  
Richard M. Hurlburt, Director, DCP  
John Neumon, Director, DCP

Others Present: None

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)-706-1202.

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp) **Division E-Mail:** [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

**1. CALL TO ORDER:** by Chairman.

Mr. Stanley called the meeting to order at 9:37 AM.

**2. REVIEW OF MINUTES OF THE JUNE 28, 2017 MEETING THE BOARD.**

The Board voted to approve the minutes as submitted. (Kobylenski/Schaefer)

### **3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.**

There were no comments or concerns noted from anyone present at this meeting.

### **4. OLD BUSINESS**

1. Mr. Stanley noted to the Board that at their last meeting, they discussed the possibility of arranging a meeting with the University of Connecticut Professors regarding the issue of crumbling foundations with Director Richard Maloney. Mr. Stanley stated that this is a major issue with Home Inspectors. The contact person regarding this matter is Ms. Lora Rae Anderson, Education Director with the Department of Consumer Protection.

2. Mr. Kobylenski noted that the updated regulation was sent to the Board. He questioned what changes now have to be made to the handout used by Home Inspectors that is given to consumers. The existing handout referenced a portion of the regulation and the Board is now asking how this document should be edited to address the recent regulation changes. The existing document shall be sent to Mr. Jerry Padula, Staff Attorney with the Department, for his review and comment. Mr. Kobylenski offered to send the Department his draft of this document, which includes the new amendments, for their reference. This document will also be forwarded to Mr. Padula.

### **5. NEW BUSINESS**

1. Mr. Stanley discussed the possibility of holding future meetings by telephone conference call in the case where the meeting agenda is limited and not extensive. The Department would still have to notice this meeting to the public and arrange a room, date, and time.

### **6. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

1. Mr. John Neumon, Director of the Investigation Division, reviewed this report in general terms noting some changes made to the report's format and to the information provided on the individual complaints. Mr. Neumon stated to the Board that the Department watches for similarities in multiple complaints against one respondent, in which case they may recommend some form of action against the respondent or refer the case to the Board for their input.

### **7. OTHER BUSINESS**

1. The Department distributed the 2018 Schedule of Board, Commission, and Council Meetings to the Board.

## **8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.**

There were no further comments or concerns noted from anyone present at this meeting.

The meeting adjourned at 10:19 AM. (Kobylenski/Schaefer)

Note: the next regular meeting of the Home Inspection Licensing Board is scheduled for Wednesday, November 29, 2017 beginning at 9:30 AM; 450 Columbus Boulevard, North Building, Hearing Room J, Hartford, CT 06103.

Respectfully submitted,

Robert M. Kuzmich, R.A.  
License and Applications Specialist

### **Upcoming Home Inspection Licensing Board Meeting Dates:**

1. November 29, 2017
2. February 28, 2018
3. May 23, 2018
4. August 22, 2018
5. November 28, 2018