



CITIZENS ADVISORY COUNCIL FOR HOUSING MATTERS



Reply to:

Meeting of the Housing Council, 11/15/89, CBA
headquarters, minutes

The meeting commenced at 2:30 pm. The June '89 meeting minutes were approved.

The Treasurer's report by Ken White confirmed \$341.00 in the account of the Council. Mr. Podolsky asked if there were suggestions for raising money for the Council. Rick Margenot agreed to assist Ken White in coming up with suggestions to raise money.

With respect to judicial assignments, Mr. Podolsky requested that the chairs of the various area subcommittees speak to him.

There followed an update on the Housing Court. Bill Sadek led off and commented that a major computer reprogramming was underway by Judicial and hence it was not so simple for clerks to keep track of criminal housing, housing and non-housing cases. Bill wants some help from the prosecutors on this. Domenick Galluzzo, from the prosecutor's office, commented that it would be hard for prosecutors to assume additional clerical duties. Mr. Galluzzo stated that prosecutors would be able to compile rough numbers on the existence and origin of new housing related cases, but that his offices had limitations. Mr. Podolsky pointed out that now the Council has no information, that some information is needed by the Council on the number of new housing cases- the town of origin and some periodic rendering of the information. Bill Sadek added that small claims cases could be kept track of by the clerks on a housing/non-housing basis.

With respect to telephone listings, Bill Sadek shared with the Council that the Blue Page listings are completed. The Housing Courts will be listed in cities that are served by the Court. Mr. Podolsky asked that Council members should refer to phone books to verify that the listings are completed and that there is sufficient cross-referencing.

Concerning reorganizations within the clerking system, Mr. Sadek stated that no changes insofar as new personnel are contemplated. However, there are possible changes in operations in the offing, including placing housing specialists under a Chief Clerk for housing. Other shifting of administrative functions are being considered for Hartford.

Fee waiver forms are available now in all GA locations and Housing Court locations according to Mr. Sadek.

According to Mr. Sadek, these will be available shortly a plain language guide to the housing courts, printed in both English and Spanish. This pamphlet went to the printers on 11/15/89. There was concern among subcommittee heads that information on eastern court locations and housing court related services therein would not be part of these pamphlets. Handouts were passed out containing material not part of the upcoming pamphlets and dealing with housing court services in the eastern courts. There followed a motion duly seconded that the eastern court materials distributed at the 11/15/89 meeting of the Council would be printed as part of a pamphlet that the Council would try to get printed and made available in the eastern courts, if the financial resources were found. The motion passed 26 in favor, 0 against and 0 abstaining.

Mr. Podolsky then inquired about availability of current housing court decisions and pointed out that it was his understanding that printing of decisions was lagging, making it difficult for non-legal services personnel to access these. Mr. Sadek said that it was his understanding that this issue was resolved by Judge Ment, that bound volumes of housing court decisions would be available at the GA's, housing clerk offices and through the housing specialists. Every housing court, according to Mr. Sadek, should at least now have the housing court decisions.

With respect to the toll-free telephone lines in Stamford, Mr. Sadek commented that Judge Ment was not ready to install one because of the problem with resources. According to Mr. Podolsky, the Judicial Department was studying the matter.

Diana Crouse made the point that there currently are not any forms available for illegal entry type cases where harrassment might be claimed by a tenant. Mr. Sadek commented that as a practical matter, anyone with this problem should see a lawyer and that there was no form available. Related to this, it was noted that there is a form for a lock-out case.

Mr. Sadek said that there is a list of pro-se forms that he will make available to the Council. Mr. Sadek noted that currently clerks will give guidance on filling out forms and that pro-se's will be given an appearance form and answer form.

In connection with administrative matters, Fran Calafiore noted that permanency of certain positions will be established

sometime in January, 1990. She may be the future Chief Housing Specialist. Housing specialists report to her now. Acting Chief Housing Specialist Statewide is Linda Bantell. Attorney Tenenbaum pointed out that it would be useful to have housing specialists come to a Council meeting sometime. Fran Calafiore agreed, to the extent of once or twice per year. She pointed out that logistically it would be tough to cover the Courts and have the housing specialists come to Council meetings. Mr. Podolsky pointed out that notice can be given to the housing specialists for an upcoming meeting. Mr. Podolsky would like to key the next meeting agendas to housing specialist type issues.

Next there followed a distribution by Domenick Galluzzo of the new "Prosecutor's Manual For the State of Connecticut Housing Court."

Mr. Galluzzo noted that he had made a budget request for two (2) case coordinators. He says that he will renew his request in 1990 if appropriate. Insofar as covering Litchfield County, Mr. Galluzzo noted that he could coordinate covering Litchfield County with Mr. Flannagan at Mr. Flannagan's request. He noted that the Litchfield County area is handled by Mr. Flannagan and that if Mr. Flannagan's office wanted to take over any pending housing cases in his area, started by Mr. Galluzzo's staff, those cases could be delivered to Mr. Flannagan's offices. Right now, Mr. Galluzzo could assign a case in the Danbury area to a prosecutor to handle subject to Mr. Flannagan's office taking that case over, if desired.

A discussion of old business ensued. Ethel Austin handed out some very useful material on updating the current mailing list of the Council. This handout contains some useful information it was noted. Mr. Podolsky asks that each district make use of the information on the handout and compile its updated list.

There was a discussion concerning training of police on lock-out cases. Mr. Galluzzo noted that the prosecutors would participate in lock-out training for the police through the municipalities.

Suzanne Colasanto reported that the lock-out form was ready and that no changes were to be made in the form even though some Council members thought it best that the form contain information

on availability of damages in lock-out matters. There followed a motion that the Council suggest to prosecutors that as part and parcel of any criminal housing case, restitution should be made where it appears there are damages suffered by the tenant. The motion carried 27 in favor, 0 abstentions and 0 against. (It was noted at this point by your meeting secretary that one Council member arrived late to the meeting and hence did not vote on the previous motion.)

The discussion continued on whether or not to amend the current lock-out form approved by Judicial. Suzanne Colasanto stated the issue as whether or not the Council wanted to incur another delay in obtaining a lock-out form, as opposed to whether or not Council members wanted a mechanism now to deal with lock-out. There followed a restated motion that the Council ask the Judicial Department to amend the lock-out form to include a claim for damages in lock-out cases. As members of the Council had left by this time, the motion passed with 20 in favor, 0 abstentions and Suzanne Colasanto opposed.

Ken White pointed out that he has been compiling and organizing criminal docket sheets with Domenick Galluzzo's office. Ken notes that many cases have been continued several times.

Morris Czaczkes states that he did a survey, having passed out a housing questionnaire in a number of towns. He provided the Council with an informative response to his survey in written form.

In future meetings, Mr. Podolsky wishes to focus on pursuing particular subjects in more detail; as examples, lock-out, housing specialists, prosecutors, etc.

Soon after these closing comments by Mr. Podolsky, a motion to adjourn was entertained with no discussion generating an affirmative vote of 20, 0 against and 0 abstaining.

Attached is a list of members in attendance for the 11/15/89 meeting of the Council.

Respectfully submitted,

Richard Margenot
Acting Secretary

Members present

Ethel Austin
Diana Crouse
Morris Czaczkes
Sam Deibler
Aura Diaz
Elaine DiNigris
Glenn Falk
Linda Francois
Joelen Gates
Mellanee Harris
Robert Kor
Susan Manchester
Richard Margenot
Raphael Podolsky
Richard Tenenbaum
Kevin Tierney
Kenneth White
Joseph Wincze
Joseph Zibbiddeo

Others

Frances Calaziore
Suzanne Colasanto
Domenick Galluzzo
Carmen Padilla-DeChalus
David Pels
William Sadek