



CITIZENS ADVISORY
COUNCIL FOR HOUSING MATTERS



Reply to: 901 Wethersfield Ave.
Hartford, CT 06114
860-296-4242 x3

NOTICE OF MEETING

2:00 p.m.

Wednesday, March 13, 2002

Connecticut Bar Association
30 Bank St., New Britain
(860-223-4400 for directions)

Meeting Minutes of December 12, 2001

In attendance: Richard DeParle, Jeff Hammer, Ivan Hirsch, David Pels, Joe Wincze, Raphael Podolsky, Sandra Desrosiers, Suzanne Colasanto, Roberta Palmer, Ken Andrews, J. Andre Fournier, Peter Blasini, Houston Putnam Lowry, Frank Dineen,

Preliminary Matters:

The meeting was called to order at 2:16 p.m.
The meeting agenda was approved
The minutes of the September 12, 2001 were approved.

Housing Court Operations Report

Housing Prosecutor (Judy Rothschild)

Prosecution Manual: The Manual Committee received, reviewed and sent comments regarding the manual to J. Rothschild. Awaiting feedback from CSA's office. The committee's suggestions are for clarification of some statutes, in general no substantial changes and the Committee is satisfied with the document.

Bridgeport Housing Prosecutor's Office: No office space was originally assigned. Now the prosecutor has an office but needed to requisition the equipment and no space has been provided for her secretary. I. Hirsch will coordinate the efforts to resolve these issues.

Housing Clerks: (Suzanne Colasanto)

Bridgeport: Compliments from I. Hirsch to Clerk of Bridgeport Housing Court for devising a method to provide samples of housing court documents for easy access to the general public in an enclosed display case.

Staffing Issues: Norwalk has filled its position for a Courtroom Clerk II, although the person who filled it will be on maternity leave for several months.

Interpretation services phone-line. In conversation with Mr. Willie Alverdas, S. Desrosiers confirmed that his office would send out materials regarding the use of this line and training may be available upon request. None of the courts report having received any material. S. Desrosiers will look into the matter further.

Computerization update: J. Hammer reports Housing Court documents will be available on the web, with a 24-hour delay. Data dump every night. Pro Se defendants will be able to get case information on-line. Hartford's data will go back to 1997, New Britain to June 2001. Same web address as current. Premises address will be listed, but not landlord or tenants that are not residing in the property. Only summary process docket is available. Information will be accessible by phone or going to courthouse. Information on the web will be searchable. It will not, however, be a substitute for tenant screening services, and the clerk's office recommends that landlords not discontinue use of such services.

Pamphlet update: S. Colasanto reports landlord guide is printed and available for distribution, Spanish tenant guide is now available, all other pamphlets are available in English. Spanish-language version of Rights and Responsibilities pamphlet will take longer.

Processing of Cases: Hartford Housing Court sense of improvement. Council supports additional judge time to meet delay from mediation to hearing.

Housing Specialist: C. Teixeira reports staffing levels are good. Around the state the housing specialists' predominant issue remains the need for personal computers.

Adjournment

Next meeting is scheduled for March 13, 2002 at 2:00p.m. at the Connecticut Bar Association's offices on 30 Bank Street, New Britain. Garage parking will no longer be validated.

Meeting adjourned at 3:09 p.m.

Respectfully submitted by:
Sandra Desrosiers
Secretary