



# CITIZENS ADVISORY COUNCIL FOR HOUSING MATTERS



Reply to: 80 Jefferson St.  
Hartford, CT 06106  
860-278-5688 x13

## Minutes of March 24, 2004 meeting

Attendees: Jeffrey S. Hammer, Suzanne Colasanto, Ivan Hirsch, Rocco Guarnieri, Rich DeParle, Joe Wincze, Raphael Podolsky, David Pels, Richard Tenenbaum, Michael J. Flynn, Cynthia Tiexiera, Sandra Desrosiers

Meeting called to order at 2:10 p.m.

### *1. Preliminary matters*

- (a) Approval of agenda as is
- (b) Approval of minutes of meeting of December 17, 2003 no corrections

### *2. Housing court operations reports*

#### (a) Housing prosecutors (Judy Dicine)

- (1) Housing prosecution manual (Advisory Council Committee/Judy Dicine) - Tabled
- (2) Lines of supervisory authority (Judy Dicine) - Tabled
- (3) Advisement to non-citizens in Waterbury (Houston Putnam Lowry/Judy Dicine) - Tabled
- (4) Hartford housing code enforcement issues (Judy Dicine) - Tabled

Concern was expressed that the City of Hartford Housing Code Enforcement office has stopped referring cases to the Prosecutor's Office. The matter was tabled until Judy Dicine could be present.

- (5) Other prosecution issues - Tabled

#### (b) Housing Clerks (Suzanne Colasanto)

- (1) Blue pages listings (Rafie Podolsky) Rafie contacted Nancy Kersted, waiting for a response - Tabled
- (2) Fee for modification of stay (Rafie Podolsky/Suzanne Colasanto) - Tabled
- (3) WestLaw exclusion of some housing court cases (Houston Putnam Lowry) - Tabled
- (4) Spanish language booklets (Richie DeParle) - Rich surveyed courts and GA's. Courts seem to have copies available, GA's most often do not. Rich to conduct a second survey.
- (5) Clerk's office staffing (Rafie Podolsky/Suzanne Colasanto): Hartford has filled its positions; Bridgeport and New Haven have permanent positions which they are authorized to fill; Waterbury has no approval.
- (6) Other clerk's office issues - none reported

#### (c) Housing specialists (Cynthia Teixeira)

(1) Northeastern Connecticut housing specialist position (Cynthia Teixeira) - Posted for outside hire, Cynthia hopes position will be filled by next Council meeting, Council will be involved in hiring.

(2) Hartford and Waterbury computers (Cynthia Teixeira) - Both sites are progressing.

(3) Other housing specialist issues - no other issues

*3. Pending 2004 legislation*

A municipal bill that would eliminate the town's liability to provide storage of tenant belongings after an eviction action failed. Increase of Small Claims Court caps failed

*4. Other business:* R. Tenenbuam raised issue of submitting filings by fax. Reopening of case if clerk's office has no record of receiving fax is at Judge's discretion.

Meeting adjourned at 4:15 p.m.

Respectfully submitted by  
Sandra Desrosiers