



CITIZENS ADVISORY COUNCIL FOR HOUSING MATTERS



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

NOTICE OF MEETING

2:00 p.m.
Wednesday, September 15, 2004

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

Minutes of June 16, 2004 meeting

Attendees: Jeffrey S. Hammer, Rocco Guarnieri, Rich DeParle, Raphael Podolsky, David Pels, Cynthia Teixeira, Sandra Desrosiers, Maureen O'Connor, J. Andre Fournier, Luz Santana, Maria Howell, Jennifer Hadlock, Susan Reynolds, Judith Dicine, Hon. Barry Pinkus,

Meeting called to order at 2:15 p.m.

1. Preliminary matters

- (a) Agenda approved as is.
- (b) Minutes of meeting of March 24, 2004, approved.

2. Housing court operations reports

(a) Housing prosecutors (Judy Dicine)

- (1) Housing prosecution manual (Advisory Council Committee/Judy Dicine) – The Advisory Council Committee met with J. Dicine and submitted its final recommendations for changes to the prosecution manual. In addition, J. Dicine is planning a second manual that will be used for police training. No dates for completion or a draft are available at this time, but the second manual is needed for a September 23 training. Judy will send drafts of both manuals to the Advisory Council for review, probably early in the summer.
- (2) Lines of supervisory authority (Judy Dicine) – On a pilot basis, the supervising authority for the Hartford-New Britain housing prosecuting attorney has been changed. The Hartford prosecuting attorney will directly report to J. Dicine.

and concerns regarding the flow of information and cases from Hartford's Housing Code Enforcement Office and the Prosecuting Attorney's office. J. Dicine is working to resolve the problems and establish efficient procedures. There has already been a training for code enforcement officers, and there will be trainings for Section 8 people and police officers.

(5) Other prosecution issues – Jennifer Barry is the new eastern Connecticut prosecutor.

(b) Housing Clerks (S. Colasanto via C. Teixeira)

(1) Blue pages listings - Tabled

(2) Fee for modification of stay (R. Podolsky) – No decision to report

(3) WestLaw exclusion of some housing court cases (Houston Putnam Lowry) - Tabled

(4) Spanish language booklets (R. DeParle): Except for G.A. 21 in Norwich, all clerk's offices now seem to have tenant pamphlets in Spanish. The Council approved a motion recommending that the Landlord Guide to Summary Process also be translated into Spanish.

(5) Clerk's office staffing -- Waterbury and New Haven each have one Data Terminal Operator position vacant. Hartford is down half a Court Services/Office Clerk position.

(6) Other clerk's office issues – none reported

(c) Housing specialists (Cynthia Teixeira)

(1) Northeastern Connecticut Housing Specialist position (C. Teixeira): To date the position remains vacant and the process is still ongoing. R. Podolsky raised concern that the Advisory Committee had not been included on the hiring panel. C. Teixeira responded that Peter Blasini would be participating.

(2) Computers (C. Teixeira): Computers were recently delivered in New Britain. C. Teixeira reported there is "no extreme need in Waterbury." Hartford is to receive two more computers.

(3) Other housing specialist issues – no other issues

3. 2004 Landlord –Tenant Legislation (R. Podolsky) Nothing passed.

4. 2005 Biennial Report (R. Podolsky) R. Podolsky to submit draft to Advisory Council for review and input at the September meeting.

5. Other Business

(1) Questions were raised regarding procedural issues in the Waterbury Court. Council members provided discussion and explanations, but determined that no action by the Council was warranted.

(2) Discussion was raised (S. Desrosiers) regarding the ongoing lack of cooperation between the Hartford Housing Authority and the Community Renewal Team's Eviction Prevention Program. C. Teixeira responded that the matter was nearly resolved but the Advisory Council's assistance would be requested if needed.

6. The meeting was adjourned at 4:10 pm.

Respectfully submitted by
Sandra Desrosiers