



CITIZENS ADVISORY  
COUNCIL FOR HOUSING MATTERS



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

**NEXT MEETING**

**2:00 p.m.**  
**Wednesday, March 21, 2007**

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

Minutes of December 20, 2006 Citizens Advisory Council meeting

Attendees: Peter Blasini, Adam Bonoff, Richard DeParle, Sonja Devitt, Judy Dicine, Rocco Guarneri, Jeff Hammer, Sharon Levy, Carl Lupinacci, Jessica Natera, David Pels, Rafie Podolsky, Cynthia Teixeira, Richard Tenenbaum, Penny Trick, Joe Wincze

(1) PRELIMINARY MATTERS

(a) Call to order: The meeting was called to order at 2:10 p.m. by Rafie Podolsky, chairperson, at the Burroughs Community Center, 2470 Fairfield Ave., Bridgeport.

(b) Approval of agenda: The agenda was approved.

(c) Approval of minutes: The minutes of the September 20, 2006, meeting were approved.

(2) BIENNIAL REPORT: The Council unanimously approved the 2007 biennial report, subject to the changes from the November 28 draft listed below. The Chairperson was directed to incorporate the changes into the final report.

(a) Front cover: Change "General Statutes" to "Connecticut General Statutes."

(b) Inside front cover: Add Morris Czaczkes to the list of members of the Council.

(c) Staffing – I(B): Correct the description of current staff shortages to reflect the fact that the Bridgeport position has been filled and that New Haven has a vacancy for which it is hiring.

(d) Bilingual materials – I(C): Revise the recommendation concerning a link to the Spanish-language pamphlets to reflect the fact that the Judicial Branch has implemented the recommendation.

(e) Cell phones in the courthouse – I(F): Include an acknowledgement that the security rules have been changed so that a prohibited cell phone can now be checked at the security desk in every courthouse.

(f) Fee for modification of stay of execution – I(I): Revise the section so as not to name any specific court location and to enunciate the Council's position as a statement of policy, rather than as a request for Judicial Branch action.

(g) Case processing – I(L): Change the housing specialist settlement ratio from "more than 90%" to "more than 94%."

(h) Staffing – II(A): Revise the section on housing specialist staffing to note that there are currently only nine housing specialists, although full staffing is ten, and that there will soon be only eight specialists because of the impending resignation of one of the specialists.

(i) Printers – II(B): Limit the recommendation to a printer in Rockville.

(j) Fifth prosecutor – III(I): Change "full permanent" to "full-time permanent."

(l) Judicial assignments – IV(D): Add language to the second paragraph expressing the Council's concern that changes of housing court judges without consultation with the Council breaks a 28-year pattern and reduces the benefits that come from Council input. Add language to the last paragraph that the abrupt removal of a sitting housing court judge adversely affects the movement of cases in the housing court.

(3) PRO SE ASSISTANCE IN NON-HOUSING COURT DISTRICTS: The Council deferred to a future meeting a discussion of how best to provide for pro se assistance to litigants in the non-housing court districts. Suggestions included review of what sorts of assistance should be provided, training for G.A. clerks and clerk's office staff, supervisory authority for the Chief Clerk for Housing Matters, and a statutory requirement for pro se assistance.

(4) SMALL CLAIMS BOOKLET: The Advisory Council is in the process of updating the 1997 edition of Housing Issues in the Small Claims Division of the Superior Court. When a draft is ready, it will be reviewed by a Council committee before it is presented to the Council for approval. The reviewing committee is Joe Winzce, Richard DeParle, David Pels, Peter Blasini, Rocco Guarnieri, and Rafie Podolsky. Anyone else who wants to be on the reviewing committee should contact the chair of the Council.

(5) EVICTION PREVENTION PROGRAM: This item was tabled until the next meeting.

(6) MEETING SCHEDULE FOR 2007: The Council unanimously decided that meetings in 2007 will be at 2 pm on Wednesday, March 21, June 20, September 19, and December 12. These are the third Wednesdays of March, June, and September and the second Wednesday of December. The March and September meetings will be at the Connecticut Bar Association in New Britain. The June and December meetings will be at the Burroughs Community Center in Bridgeport.

(7) ADJOURNMENT: The meeting was adjourned at 4:30 pm.

Respectfully submitted,

Raphael Podolsky, Chairperson