



# CONNECTICUT ADVISORY COUNCIL ON HOUSING MATTERS



Reply to: 16 Main St., 2<sup>nd</sup> floor  
New Britain, CT 06051  
(860) 616-4472

## **NOTICE OF THE NEXT MEETING**

**2:00 pm**

**Wednesday, March 13, 2019**

**Quinnipiac University**  
**Exact location to be determined**

***Please mark the date on your calendar.***

## **Minutes of the meeting of December 12, 2018**

Council members present: Loo Dahlke, Kathy Flaherty, Venoal Fountain, Jane Kelleher, Houston Putnam Lowry, Stephanie Ma, Yamini Menon, Sam Neves, David Pels, Raphael Podolsky, J. L. Pottenger, Jr., David Purvis, Margaret Suib, Richard Tenenbaum, John Wirzbicki

Council members absent: Michael Clinton, Richard DeParle, Carl Lupinacci

Also present: William Pitt (Judicial), Roberta Palmer (Judicial), Maura Coyne (Div. Crim. Justice), and the following members of the public: Jeff Mastrianni

The meeting was called to order by the Chairperson, Raphael Podolsky, at 2:10 pm at the Connecticut Bar Association, 30 Bank Street, New Britain, CT.

### 1. Preliminary matters

- a. Introduction of new members - All Council members have now been appointed or reappointed for the 2018-2022 term by Gov. Malloy. The following new members were introduced: Jane Kelleher, Yamini Menon, Sam Neves, David Purvis, and John Wirzbicki. New member Michael Clinton was absent.
- b. Approval of agenda – The agenda was approved unanimously (motion by Houston Putnam Lowry, second by David Pels).
- c. Approval of the minutes – The minutes of the September 12, 2018 meeting were approved unanimously (motion by Kathy Flaherty, second by Houston Putnam Lowry).

2. Public comment –None.
3. Review of draft 2019 biennial report - The majority of the meeting consisted of a page-by-page review of the draft report. A motion to approve the language of the draft, subject to the usual editorial prerogatives, was made by Houston Putnam Lowry, seconded by J.L. Pottenger, Jr., and approved unanimously.
4. Any matters not covered in #3, above:
  - a. Court Operations staff changes: Roberta Palmer reported transition news. She will no longer be overseeing housing matters. Judicial does not yet have a person to replace her position as Deputy Director for Civil Matters. Bill Pitt will remain the Chief Clerk for Housing Matters. Until a replacement has been found, if concerns arise, members should email Ms. Palmer with a cc to Bill Pitt.
  - b. Dispute resolution program: Judicial is piloting an online dispute resolution program in the Hartford and New Haven courts for contract/collection matters filed on or after January 2, 2019. Participation by litigants will be voluntary. Because it will be completely electronic, parties will not need to come to court.
5. Issues for 2019 - Tabled
6. Process for selection of officers - Tabled
7. Locations of future meeting - Tabled. Council members were asked by the Chairperson to check out other potential locations and report back about them. The Council is looking for free, accessible meeting space and reasonable parking (preferably free), with room for at least 20 people.
8. Other business: The dates for the 2019 meetings are: March 13, June 12, September 11, and December 11.
9. Adjournment: A motion to adjourn was approved unanimously (motion by J.L. Pottenger, Jr., second by Houston Putnam Lowry). The meeting adjourned at 4:28 pm.

Respectfully submitted,

Kathleen Flaherty  
Secretary

NOTE: NEXT MEETING March 13, 2019, at Quinnipiac University – exact location to be determined.