



CONNECTICUT ADVISORY COUNCIL ON HOUSING MATTERS



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

NOTICE OF THE NEXT MEETING

2:00 pm

Wednesday, December 12, 2018

**Connecticut Bar Association
30 Bank St., New Britain, CT**

Please mark the date on your calendar.

Minutes of the meeting of September 12, 2018

Council members present: Mary Conklin, Loo Dahlke, Kathy Flaherty, Venoal Fountain, Houston Putnam Lowry, Carl Lupinacci, David Pels, Raphael Podolsky, Margaret Suib, Richard Tenenbaum

Council members absent: Richard DeParle, Friedrich M. Helisch, Jane Kinney-Knotek, Stephanie Ma, J.L. Pottenger, Jr., John Rowland, Lynn Taborsak, Juan Verdu

Also present: Judith Dicine (Div. Crim. Justice) (by phone), Roberta Palmer (Judicial), and the following members of the public: Rob Glissman, Yona Gregory, David Heberfeld, Thomas Kopchick, Geoff Luxenberg, Robert Makas, Jeff Mastrianni, Sal Morello, Kim Opperman, and Kris Rutkowski.

The meeting was called to order by the Chairperson, Raphael Podolsky, at 2:12 pm at the Connecticut Bar Association, 30 Bank Street, New Britain, CT.

1. Preliminary matters

a. Introduction of new members -- The Governor's office has re-appointed those people who have indicated that they were interested in re-appointment. No other appointments have yet been officially transmitted to the Council.

b. Approval of agenda – the agenda was approved by consensus.

c. Approval of the minutes – the minutes of the June 13, 2018 meeting were approved on a motion by Houston Putnam Lowry, seconded by Kathy Flaherty.

2. Public comment –None. However, there were a number of members of the public present at the meeting who had never attended a CACHM meeting before, so the Chair explained the role of the Council for the benefit of those in attendance. Members of the public asked questions about how the Council operates, and answers were provided by both Council members and by Judicial Branch staff present.

3. Review of draft 2019 biennial report - The majority of the meeting consisted of a page-by-page review of the draft report. Changes to the preliminary draft included:

- Adjustments to recommendations on clerk’s office positions to be filled and a request for notification to the Advisory Council when clerk’s office vacancies are not being filled immediately;
- Recommendation that Judicial give clear guidance to clerks in non-housing court districts concerning the provision of pro se assistance;
- Language on excessive delays in some locations in entering default judgments for failure to appear, issuing summary process executions, and in re-scheduling cases for trial;
- A recommendation on additional pro se assistance for seniors and persons with disabilities (to be drafted by Kathy Flaherty and Venoa Fountain);

The chairperson was directed to incorporate changes into a new draft, including new information when data is obtained from the Judicial Branch, and to circulate it in advance of the December meeting.

4. Remainder of the agenda -- A motion was made by Kathy Flaherty to table the remainder of the agenda, seconded by Venoa Fountain, and approved unanimously.

5. Locations of future meetings – A question was raised whether the Council can meet by telephone. This will be on the agenda for the next meeting.

6. Adjournment: A motion to adjourn (made by Houston Putnam Lowry, seconded by Kathy Flaherty) was approved unanimously.

The meeting adjourned at 4:38 pm.

Respectfully submitted,

Kathleen Flaherty
Secretary

NEXT MEETING: 2:00 pm, December 12, 2018 – Location to be determined.