

**STATE OF CONNECTICUT**  
**HOME INSPECTION LICENSING BOARD**  
**TEL. NO. (860) 713-6135**

**-MINUTES-**

**APRIL 2, 2018**

The Connecticut Home Inspection Licensing Board held a meeting on Monday, April 2, 2018 in Hearing Room J., 450 Columbus Boulevard, North Building, Hartford, Connecticut 06103.

Board Members Present:           Richard J. Kobylenski (*Home Inspector*)  
  Lawrence R. Willette (*Home Inspector*)  
  William Stanley, Jr. (*Home Inspector*)

Board Members Not Present:   Bruce D. Schaefer (*Home Inspector*)

Board Member Vacancies:       Three (*Public Members*)  
  One (*Home Inspector*)

DCP Staff Present:               Robert M. Kuzmich, License/Applications Specialist, DCP  
  Paulette Annon, Staff Attorney, DCP  
  Richard M. Hurlburt, Director, DCP

Others Present:                   None

Note: The administrative functions of the Boards, Commissions, and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information, contact Richard M. Hurlburt, Director, at (860) 713-6135 or Fax (860)-706-1202.

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp) **Division E-Mail:** [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

**1. CALL TO ORDER:** by Chairman.

Mr. Stanley called the meeting to order at 9:44 AM.

**2. REVIEW OF MINUTES OF THE NOVEMBER 29, 2017 MEETING THE BOARD.**

The Board voted to approve the minutes as submitted. (Kobylenski/Willette)

### **3. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.**

There were no comments or concerns noted from anyone present at this meeting.

### **4. OLD BUSINESS**

(A) Discussion concerning the Home Inspection Disclosure Form.

Prior to today's meeting, the Board asked the Department of Consumer Protection's Legal Division to review the previous version of the Home Inspection Disclosure Form. The Department has done so and presented their revised form at today's meeting.

The Board reviewed the revised form with Ms. Annon from the Department's Legal Department. Ms. Annon noted that the Department determined that all that was required by the home inspector is to notify the client that they are regulated by the Department of Consumer Protection and that is the State Agency the client can turn to if they have a problem. There is no requirement to hand out the regulations or anything else other than the disclosure form. Ms. Annon noted that the revised form reflects these changes and is very clear, concise, and easy to understand.

### **5. NEW BUSINESS**

There were no items discussed.

### **6. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:**

(A) Board to review quarterly report when provided.

So noted.

(B) Occupational Licensing Enforcement Report for Calendar Year 2017.

The Board acknowledged receipt of this report. After more discussion, the Board asked that a representative from the Department's Investigation Division attend the Board's next regular meeting to address questions the Board has on this report.

### **7. OTHER BUSINESS**

1. In response to an inquiry from Mr. Stanley regarding new Home Inspector and Home Inspector Intern Permit applications, Mr. Kuzmich noted the Department's recent activity.

2. The Board discussed, again, the crumbling foundation matter in general.

**8. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.**

There were no further comments or concerns noted from anyone present at this meeting.

The meeting adjourned at 10:23 AM. (Kobylenski/Willette)

Note: the next regular meeting of the Home Inspection Licensing Board is scheduled for Wednesday, May 23, 2018 beginning at 9:30 AM; 450 Columbus Boulevard, North Building, Hearing Room J, Hartford, CT 06103.

Respectfully submitted,

Robert M. Kuzmich, R.A.  
License and Applications Specialist

Upcoming Home Inspection Licensing Board Meeting Dates:

1. May 23, 2018
2. August 22, 2018
3. November 28, 2018