

DRAFTED MINUTES
CONNECTICUT ASSOCIATION OF HOUSING CODE ENFORCEMENT
OFFICIALS
EXECUTIVE BOARD MEETING
THURSDAY MAY 4, 2017

MEMBERS PRESENT: Caleb Cowles, President; Deborah Miller, 1st Vice President; Ebrima Jobe 2nd Vice President; Sean Tipps, Treasurer; Marjorie Beauchette, Secretary; Jennifer Eielson, Immediate Past President; Amy Lehaney, Director; Clarence B. Atkins, Director; Cedric Goo, Director; Judith Dicine, Esq. – Advisor.

MEMBERS ABSENT:

GUESTS PRESENT: Dawn from Stratford

I. CALL TO ORDER

Caleb Cowles called the meeting to order at 12:33PM.

II. OPENING REMARKS:

III. REPORTS OF OFFICERS

- A. **Secretary:** It was agreed that secretary report can be electronically mailed prior to our executive board. Motion was made to approve the secretary report as written and all were in favors.
- B. **Treasurer:** Ending balance as of April 30, 2017 is \$12,469.76. Please refer to the attached report for more details. Amy had suggested having the account number blocked on the statement for security purposes. The City of Bridgeport currently owed about \$275.00 for the April Seminar. New-Haven is now current with payment and no outstanding balance. Cedric made a motion to accept the Treasury report and all were in favors.

IV. REPORTS OF COMMITTEES

- A. **Education:** Dawn has volunteered to be a participant in the Education committees, starting this fall with Debbie. E-mail to be sent to all members as a reminder. Applications will be for both scholarships and they will both be in December. Caleb mentioned now that our website is live we should also promote our scholarship using our website as well.
- B. **Membership:** Grand list to be e-mailed to Caleb from Sean.

- C. **Legislative:** Property Maintenance Code (PMC) bill was filed by Representative Rosario, from Bridgeport and didn't make it out of the committee. The bill was heard at a public hearing, with CAHCEO and other organizations testified, it was before public safety and security. Originally the bill was drafted to put into the State Building Code. It was later re-drafted to take it out of the Building Code and to put it into the State Statutes 47-50 through 55. We have gained the support of the Commissioner of Administrative Services to have the PMC go to the States Statutes 47a and so is Commissioner Pino with the State Health Dept. They have both testified and supported the concept of the States Statutes and they both favored that. There are still some concerns, but with the substitute language, Representative Rosario is looking for a place to put the language in another bill. Hopefully we will get it through this year. A media announcement to be prepared as to why this bill is so important. Fire safety bill also in the capital for review, regarding the liabilities of municipalities who may have failed to conduct life safety fire inspections for things that could have been prevented. A new entity that we're working with - Connecticut Green Bank, with resources within the State of CT with energy funding. They are interested in coupling their energy work with housing improvement work. With their funding those houses will be brought into a healthy level and funding will be offered as an incentive and whatever we can't get done, we'll do it through the normal enforcement if we have to.
- D. **By Law:** We need to nominate a Director before the board and prior to Clarence leaving. That should be done in June. It was suggested that we can also get nomination from the floor during the June Seminar. Caleb would like to recruit someone from the Hartford County or further North in CT. We need to nominate someone, who's already a member, it could be a Fire Marshal or someone from Building Department. So let's do some aggressive recruiting with that in mind.

V. **UNFINISHED BUSINESS**

- A. The association credit card is still pending with no major issue; we just need to make time to go the bank.

VI. **NEW BUSINESS**

- A. The PMC working group, there are 2 meetings coming up in May. We've gone through about 50% of PMC from ICC and we have 2 sessions this month. Those sessions do not include the Chapter on Fire Code, which is going to be challenging, as the State Fire Marshal organization are going to impose to any control housing code enforcement officials will want in that. Do we need to be involved in Fire related issues? Should we be

involved? It was suggested that if it is cited in the Health code and the States Statutes we should. Some Health Departments will cover Smoke detectors, but fire door and other fire related issues should be referred to fire marshal. It was also stated that some health dept. might do more housing inspections than the Fire Marshal, since they don't cover 2 family home and below, so while we're there as government officials we can definitely check on the smoke detectors. So it was confirmed that we might have an interest in having some basic oversight and we want to be relevant on those inspections.

VII. ANNOUNCEMENTS, PROGRAMS

- A.** Next Hoarding conference is scheduled for May 25, there's a request for donation/contribution. We have helped in the past. Other organizations are also helping. A motion was made to donate \$300.00 to the Hoarding conference seminar in May and all were in favor.
- B.** No award nomination has been received yet for this year, but we do have a few people in mind. For the president's award, Caleb will like to nominate Heather Oatis – for helping us with the website and Krista Venenziano for her assistance in the property maintenance code. We can also put the award application/nominations on our website. We are still open to nomination another request will be sent out with a deadline.
- C.** Summer topic includes safeguard property for about 2 hours, the award ceremony and the appointment of new officer to follow. We have had quite a few people as keynote speaker in the past and we hope to have that back to our seminar. For our fall seminar Caleb suggested to have information available on eroding/defective concrete throughout the State. Someone would speak on the concrete issue and a legislator. Judy indicated that this is a very difficult topic, and there's no legislation yet, she further stated that people have severely affected by it and might not be ready to hear about this issue. If we do decide to further this as a topic we just want to know how did this happen, how can it be fixed. So for our fall seminar we can also partner with other organization and possibly looking into structural defect.

VIII. ADJOURNMENT

- A.** The meeting was adjourned at 1:52 pm.

Respectfully Submitted,

Marjorie F. Beauchette

Secretary

Connecticut Association of Housing Code Enforcement