

# HOME INSPECTION LICENSING BOARD

DECEMBER 13, 2019

## MINUTES

The Connecticut Home Inspection Licensing Board held a meeting on Friday, December 13, 2019 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)  
Bruce D. Schaefer (Home Inspector)

Board Members Not Present: None

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

DCP Staff Present: Richard M. Hurlburt, Director, Occupational and Professional Licensing Division  
Karen Layman, License & Applications Analyst

Others Present: Pamela Brown, Director, Investigations Division  
Janita Hamel, Supervising Special Investigator

Note: The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division, Richard M. Hurlburt, Director.

Website: [www.ct.gov/dcp](http://www.ct.gov/dcp).

E-Mail: [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

## **1. CALL TO ORDER:**

William Stanley, Jr. called the meeting to order at 9:35 AM.

## **2. REVIEW OF MINUTES OF THE JUNE 20, 2019 MEETING:**

The Board voted unanimously to approve the June 20, 2019 draft minutes as submitted. (Schaefer/Willette)

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

None

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

Janita Hamel provided an overview of the complaint report dated 09-01-19 to 10-31-19.

Pamela Brown informed the Board that there were a total of 13 complaints for the year of 2019, and that 8 remain open. Common issues included misrepresentation of the process, shoddy work, missed crumbling foundations and/or advice to consult a structural engineer, and an unlicensed individual.

Pamela Brown reported that she will be working toward the goal of developing programs for the upcoming year, and this will include a focus on violations of CUTPA (Connecticut Unfair Trade Practices Act), such as contract violations as they relate to home inspection work.

## **5. OLD BUSINESS**

### **(A) Crumbling foundation inspections**

At the September 20, 2019 meeting, discussion took place regarding the inspection and testing for crumbling foundations. The Board was concerned that CRCOG (Capitol Region Council of Governments) has determined that visual inspections must be performed by a licensed engineer, rather than a licensed home inspector, in order to be eligible for reimbursement. At this meeting, it was determined that William Stanley would contact the Department of Housing to inquire about the possibility of licensed home inspectors becoming eligible for inspections, and that Bruce Schaefer would follow up with Trinity College's testing program to clarify what the standards are to determine levels of pyrrhotite.

At today's meeting, William Stanley confirmed that he had contacted DOH (Department of Housing), and the Commissioner of the DOH responded back to in a letter dated November 20, 2019, stating that visual inspections must be conducted by a licensed engineer in order to be in compliance with the existing reimbursement program for homeowners. This letter had been emailed to the Board prior to today's meeting and was available for review.

Also at today's meeting, Bruce Schaefer reported that he contacted Trinity College's testing program to clarify what the standards are to determine levels of pyrrhotite, and that there is no set standard at this time. Bruce will inform the Board when this is determined.

## **6. NEW BUSINESS**

### **(A) Greg Arpin will appear for guidance regarding requirements for the Home Inspector License.**

Greg Arpin did not appear at today's meeting. (No action taken.)

### **(B) 2020 Schedule for Board, Commission, and Council meetings**

Note: Meetings will take place on Tuesdays beginning in 2020

Board so noted.

### **(C) Connecticut Foundation Solutions Indemnity Company, Inc. (CFSIC) Concrete Foundation Inspection Training Certification Program**

CFSIC conducted a concrete foundation inspection training certification program on June 11 and June 25, 2019, which some Connecticut Home Inspector licensees attended. The Board voted unanimously that those who attended and passed the course be allowed to apply credit for this class to their home inspection license continuing education requirements. The Board will provide the Department with a list of those who attended and passed the course for the Department's records.

## **7. CORRESPONDENCE:**

None

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

None

The meeting adjourned at 10:07 AM.

Respectfully submitted,

Karen Layman,  
License and Applications Analyst

2020 MEETING SCHEDULE:

- March 24
- June 9
- September 15
- December 8

**\*Note: Meetings will take place on Tuesdays beginning in 2020\***

All meetings will take place at 450 Columbus Boulevard, Hartford, CT at 9:30 a.m.