

HOME INSPECTION LICENSING BOARD

DECEMBER 14, 2021

MINUTES

The Connecticut Home Inspection Licensing Board held a meeting on Tuesday, December 14, 2021, via ZOOM webinar.

Board Members Present: Marc A. Champagne (Home Inspector)
Richard J. Kobylenski (Home Inspector)
Timothy Needham (Home Inspector)
Bruce D. Schaefer (Home Inspector)
Lawrence R. Willette (Home Inspector, Chairman)

Board Members Not Present: None

Board Member Vacancies: Three (Public Members)

DCP Staff Present: Robert M. Kuzmich, License & Applications Specialist
Cynthia Fernandez, Staff Attorney
Janita Hamel, Supervising Special Investigator,
Investigations Division

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, Richard M. Hurlburt, Director.

Website: www.ct.gov/dcp.

E-Mail: dcp.occupationalprofessional@ct.gov

1. CALL TO ORDER

Mr. Lawrence R. Willette called the meeting to order at 9:27 AM.

2. SWEARING-IN OF NEW BOARD MEMBER

Mr. Timothy Needham

Ms. Cynthia Fernandez swore-in new Board Member Timothy Needham. The Board welcomed him and looked forward to working with him.

3. REVIEW OF MINUTES OF THE SEPTEMBER 21, 2021 BOARD MEETING.

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

4. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY

There were no comments or concerns of anyone present.

5. DCP INVESTIGATION DIVISION COMPLAINT STATUS REPORT:

A. Board to review quarterly report when provided.

Ms. Janita Hamel noted the dates (timeframe) of the report stating that there are two new complaints open and under investigation. She also reviewed details of a listed closed complaint. Mr. Willette offered thanks on behalf of the Board for the information Ms. Hamel provided them on a previous complaint they had inquired about.

6. OLD BUSINESS

A. Continuation of discussion concerning the Home Inspection Regulations update including smoke detector legislation.

Ms. Cynthia Fernandez stated the proposed changes in the regulation as noted in the draft she sent to the Board prior to today's meeting. Seven areas are proposed to be amended. One area pertains to Home Inspectors and Interns they are supervising regarding notification to the Department in any changes of the same. Another change reflects the passage of new legislation regarding smoke and carbon monoxide detectors. She advised the Board that now is the time to incorporate any other changes they may want made to the regulation since they are beginning the amendment process.

Ms. Fernandez noted the proposed changes pertaining to smoke detectors in response to questions from Mr. Schaefer. Mr. Willette added comment on the level of detail expected of the Home Inspector on their inspection of these detectors. Mr. Schaefer also made suggestions regarding the level of inspection done by the Home Inspector.

Ms. Fernandez noted that the language in the House Bill that necessitated the regulation change is very minimal and she will provide a copy of this to the Board. She also suggested that the Board could, again, issue a memorandum to the Home Inspector community summarizing these amendments as they have previously done in the past.

Mr. Willette discussed other proposed changes to the definitions noted in the regulation such as spillage detectors and ejector pumps. Mr. Schaefer, Mr. Willette, and Mr. Needham extensively discussed possible deletions and clarifications from the language which defines what a Home Inspector is responsible to inspect such as “warning equipment” as an example. Ms. Fernandez cautioned the Board that proposed deletions have to be justified to the legislature as a part of the amendment process. She also noted that the House Bill simply states smoke detection and warning equipment and provides no further definition of either which leaves the regulation to do so. The Board extensively discussed and made further suggestions regarding alarm systems and warning equipment to define these items more concisely and what they include. Ms. Fernandez cautioned the Board to be sure that their proposed changes do not defeat the purpose of the new law.

Ms. Fernandez will incorporate the Boards discussion today and develop a new edit of the proposed regulation changes using “track changes” so as to indicate existing, deleted, and proposed language and distribute this document to the Board for their review. She will then continue to make changes, as necessary, and then perhaps a special meeting of the Board could be convened early next year before their next regular meeting, scheduled for March 15, 2022, to finalize the draft by vote of the Board. Ms. Fernandez noted that proposed amendments then follow the due process in place for final approval.

7. NEW BUSINESS

No new business was discussed.

8. CORRESPONDENCE

No correspondence was discussed

9. COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY.

1. Mr. Needham asked if this Board would issue a general comment request to the licensed Home Inspectors regarding the new reporting system which is proposed? Ms. Fernandez will inquire and get back to the Board. A frequently asked questions type document was suggested as a possibility by Ms. Fernandez.

The meeting adjourned at 10:57 AM. (Needham/Kobylenski)

Respectfully submitted,

Robert M. Kuzmich, Architect Emeritus
License and Applications Specialist

2022 MEETING SCHEDULE:

March 15, 2022 (ZOOM Meeting platform)

June 14, 2022

September 20, 2022

December 13, 2022

All meetings will take place at 450 Columbus Boulevard, Hartford, CT at 9:30 A.M.
unless otherwise noted.