

MINUTES
MOBILE MANUFACTURED HOME ADVISORY COUNCIL
JULY 20, 2016

The Mobile Manufactured Home Advisory Council convened on Wednesday, July 20, 2016 at 10:03 a.m. at the State Office Building, 165 Capitol Avenue, Hartford, Connecticut, Room 117.

Members Present:	Bennett Pudlin Joseph B. Castonguay Jennifer Ponte (via telephone) Leonard Campbell Keith Jensen Marcia L. Stemm Mark Berkowitz James Flynn Al Hricz	Attorney at Law, Acting Chairperson CT Real Estate Commission Member Department of Housing Town Planner Mobile Home Park Owner, Co-Chairperson Mobile Home Park Owner Mobile Home Park Owner Mobile Home Park Tenant or Representative of Such Tenant Senior Citizen
Members Absent:	Myriam Clarkson Arthur Mazeau Nancy E. Dickal George Cote	Mobile Manufactured Home Industry Representative Mobile Home Park Tenant or Representative of Such Tenant Mobile Home Park Tenant or Representative of Such Tenant Banking Industry Representative
Member Vacancy:	Ct. Housing Finance Authority Representative	
DCP Council Staff:	Robert Kuzmich, Recording Secretary	
Others Present:	Julianne Avallone Vicky Bullock Jerry Padula Keith Lombardi Nancy Palmisano Mary Campbell Raphael Podolsky	DCP, Director, Legal Division DCP, Staff Attorney DCP, Staff Attorney DCP, Special Investigator Connecticut Manufactured Housing Association NW CT Property Owners Legal Assistance Resource Center of Connecticut

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) 706-1255. Website: www.ct.gov/dcp E-Mail: dcp.occupationalprofessional@ct.gov

APPEARANCE BY VICKY BULLOCK:

Attorney Vicky Bullock, DCP stated that she will no longer be working with the Council, as she has been assigned to other tasks within DCP. Attorney Jerry Padula will be working with the Council going forward.

MINUTES OF PREVIOUS MEETINGS:

The Council voted unanimously to approve the draft minutes of April 20, 2016 as amended. (KJ, BC)

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

None

REPORT FROM SUB-COMMITTEES:

LEGISLATIVE COMMITTEE:

1. Review of Mobile Home Park Regulations and related discussion

DCP Attorney Jerry Padula provided the Council with an overview of the latest version of the Department's proposed revisions to the Mobile Home Park Regulations. Attorney Padula noted that the latest draft contains several updates and changes from the previous versions.

After discussion regarding Section 21-82-15(f), the Council voted unanimously to recommend that the Department delete Section 21-82-15(f) from the revised regulations. (LC, KJ).

Discussion took place regarding Section 21-70-1 which addresses the area of disclosure statements. The Council noted that they intend to update the disclosure statement at some point in the future. Julianne Avallone and Jerry Padula summarized for the Council the approval process for proposed changes in Regulations. After discussion, the Council voted unanimously to accept Department's recommendation to amend Section 21-70-1a (previously known as 21-70-2a) so that the Regulation states that the Commissioner will promulgate and post the disclosure statement in consultation with the Advisory Council. (JC, KJ)

At this time the review of the updated Regulations was complete and the Council voted unanimously to request that the Department move forward with the Regulations as amended. (AH, KJ) This motion has been made with the understanding that the Council will have the opportunity view the draft that goes into formal hearings, and that the Council has full opportunity to comment.

Bennett Pudlin thanked everyone for the effort that was put into accomplishing this task. DCP Legal Division will keep the Council notified as the revised Regulations move through the process.

FINANCE COMMITTEE:

1. CHFA Park Purchase Program

Bennett Pudlin referred to the April meeting, in which the Council reviewed and voted upon the document entitled, “Mobile Manufactured Home Parks Pilot Program, Updated 4/17/16” after he had left the meeting, and noted that one area still outstanding is the DOH (Department of Housing) language on technical assistance to the residents association that would purchase the park. Al Hricz has been in contact with ROC (Resident Owned Communities), and they are willing to meet with the Council and CHFA to discuss underwriting options. Bennett will notify the Council at such time that a meeting is scheduled.

Jennifer Ponte read the following language proposed by DOH to be included in Part F of the proposed rules for the CHFA Park Purchase Program:

F. Department of Housing – Technical Assistance

DOH will provide technical assistance to any resident association that meets the 25% membership threshold. If more than one resident association is formed, DOH will provide the same assistance to all such resident associations.

Technical assistance includes, but is not limited to, the following:

- Identification of a single point of contact at DOH;
- Identification of potential sources of financing other than CHFA, as applicable, including potential predevelopment financing; and
- Information on the procurement of consulting services to assist in the preparation of applications and/or pre-applications for financing, as applicable.

The Council, after discussion, voted to request, with one abstention, that DOH add one additional bullet to its proposed language to read the following:

- Assistance to residents in understanding the timeline and process for resident purchase of a mobile home park.

The Council looks forward to reviewing a clean copy of this document incorporating these changes.

EDUCATION COMMITTEE:

None

OLD BUSINESS:

None

NEW BUSINESS:

None

CORRESPONDENCE:

1. Letter dated May 27, 2016 regarding the resignation of Rose Holbrook, Connecticut Housing Finance Authority representative

Board so noted.

DCP TRADE PRACTICES DIVISION COMPLAINT STATUS REPORT:

1. Chairperson Pudlin has requested that DCP provide a report of complaints and inspection issues for the last six months. The Council noted that Richard Maloney is out of the office until the end of August however a report was provided by Bill Zenga, Trade Practices, listing the number of open and closed cases, as well as open and closed inspections. Keith Lombardi, DCP Investigator appeared and elaborated on some of the issues listed on the report.

Discussion took place regarding the concern over older mobile home parks and their ability to keep up with improvements to the infrastructure in the future. The Council will contact Michael Santoro, DOH, and inquire as to whether or not there may be any programs in place through DOH or a federal agency that may be flexible enough to include mobile home parks in their guidelines for providing financing or grants to parks for improvements to infrastructure.

COMMENTS OR CONCERNS OF ANY PERSON PRESENT TODAY:

Bennett Pudlin noted that there will be not be a Mobile Manufactured Home Advisory Council meeting in January 2017 due to the Department's move to 450 Columbus Boulevard.

There being no further business, the meeting adjourned at 11:50 a.m.

Respectfully submitted,

Karen Layman
Advisory Council Secretary

2016 MEETING SCHEDULE:

ALL 2016 MEETINGS WILL BEGIN AT 10:00 a.m.

- **October 19, 2016**