

# STATE OF CONNECTICUT

## HOME INSPECTION LICENSING BOARD

TEL. NO. (860) 713-6135

-MINUTES-

**FEBRUARY 2, 2012**

The Connecticut Home Inspection Licensing Board held a meeting on Thursday February 2, 2012 which was called to order at 9:39 A.M. in Room 117 of the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: Eric Curtis (*Public Member*)  
James J. O'Neill (*Public Member*)  
William Stanley, Jr. (*Home Inspector*)  
Lawrence R. Willette (*Home Inspector*)

Board Members Not Present: Richard J. Kobylenski (*Home Inspector*)  
Daniel Scott (*Public Member*)  
Bruce D. Schaefer (*Home Inspector*)  
David B. Sherwood (*Home Inspector*)

Board Member Vacancies: None.

Board Counsel: Not present, as requested.

DCP Staff Present: Robert M. Kuzmich, Department of Consumer Protection

Others Present: Philip Bynum  
Margaret M. Zabawar, Department of Administrative Services

*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.*

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

Division E-Mail: [occtrades@ct.gov](mailto:occtrades@ct.gov)

**1. Call to order: by Chairman.** The meeting was called to order by Chairman William Stanley, Jr. at 9:39 AM.

**2. Review of minutes of the November 3, 2011 meeting the Board.** After a thorough review, the Board voted to approve the minutes as written. (O'Neill/Stanley)

**3. Review of Final Decisions and Orders:**

None before the Board today.

**4. Applications for review:**

None before the Board today.

**5. Applicants appearing before the Board:**

A. Appearance before the Board by Mr. Philip Bynum; concerning his qualifications for a Connecticut Home Inspector's License. Mr. Bynum presented the Board with a timeline of his affiliation with home inspection industry since 2001. He attended a pre-licensing program in Yalesville, Connecticut taught by Mr. David Hetzel which is no longer in business. He has performed many inspections in the past in affiliation with various home inspection companies and is here before the Board today to determine what he needs to do at this point in his career to get his home inspection license.

Mr. Stanley confirmed that Mr. Bynum received his Intern Permit in 2002 and the problem he faces is assembling the required list of 100 verified and supervised inspections. He has not yet taken the State examination for home inspector. The Board also discussed the sequence in which the Department would prefer candidates to follow interns when they take their examination. Mr. Bynum has renewed his Intern Permit twice in the past working the first time under the supervision of David Hetzel and the second time under Mr. Bruce Thompson by purchasing franchise rights from Mr. Thompson's business with a partner.

The Board asked Mr. Bynum if he can go back over his records and assemble for them a list of at least 100 supervised inspections and to try to contact his former supervisors to have them send to the Board written documentation which will substantiate Mr. Bynum's work to which Mr. Bynum agreed. They also informed Mr. Bynum that his is eligible to take the State Examination for Home Inspection at any time once the Department receives his application for the Home Inspector License. In response to his inquiry, the Board also advised Mr. Bynum of study aides to assist him in preparation

for taking the examination. The Board noted that they stand at the ready to assist Mr. Bynum in any way that they can. Mr. Bynum thanked the Board for their time and their assistance.

## **6. Formal Hearings to be held:**

None before the Board today.

## **7. Old Business**

No items were discussed today.

## **8. New Business**

A. Diversity Training presentation by Ms. Peggy Zabawar. Ms. Peggy Zabawar from the Department of Administrative Services made a presentation to the Architectural Licensing Board on Sexual Harassment Prevention and Diversity. She noted that the State is committed to providing an environment free from discrimination, harassment, and retaliation. Ms. Zabawar explained that Boards and Commissions are held to the same standards as employees of the State in relating to one another and the public, and as such, Board or Commission Member behavior opens the State to the same liability.

B. Information concerning How To Become An Approved 203(K) Consultant from the U.S. Department of Housing and Urban Development; for the Board's information. The Board reviewed this information. Mr. Hurlburt located this information for the Board subsequent to their last meeting in which they discussed home inspection work relative to the United States Department of Housing and Urban Development.

C. Information concerning Home Inspections from the U.S. Department of Housing and Urban Development; for the Board's information. The Board reviewed this information. The Board reviewed this information. Mr. Hurlburt located this information for the Board subsequent to their last meeting in which they discussed home inspection work relative to the United States Department of Housing and Urban Development.

## **9. Other Business**

A. Any correspondence and/or business received in the interim.

*The meeting adjourned at 10:04 AM.*

*Note: the next regular meeting of the Board is scheduled for May 3, 2012 beginning at 9:30 AM in Room No. 117 of the State Office Building, 165 Capitol Avenue, Hartford, Connecticut.*

Respectfully submitted,

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