



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL  
AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND  
OCCUPATIONAL REGULATION  
**MANUFACTURED HOUSING BOARD**  
35 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0035  
TTY/HEARING IMPAIRED (888) 577-6690

Paul R. LePage  
GOVERNOR

Anne L. Head  
DIRECTOR  
Robert LeClair  
EXECUTIVE DIRECTOR

**MEETING MINUTES**  
**May 07, 2014**

**I. OPENING FORMALITIES**

A. Call to Order and Introduction of Board Members

Chairperson Roger Timmons declared a quorum and called the meeting to order at 9:01 a.m.

Board Members Present: Roger Timmons, John Palmer, Carol Roberts, Al Hodsdon, David Cuttler, Theresa Desfosses, Dana Skinner, Harvey Wallingford, and John Verrier.

Board Members Absent: None

Others Present: Robert LeClair, Executive Director; Christopher Mann, Assistant Attorney General; Ryan Chandler, Manufactured Housing Inspector; and Heather Greenleaf, Office Specialist I.

B. Approval of March 05, 2014 Minutes

Harvey Wallingford motioned to approve the minutes as written, seconded by John Palmer.  
Vote 9-0-0

**II. NEW BUSINESS**

A. Hearing(s)

1. 2014-MFG-9978 (Meadowbrook Park, LLC & 2014-MFG-10031 (Meadowbrook Park, LLC)

Theresa Desfosses made a motion to find the licensee in violation of three board rules, seconded by Al Hodsdon  
Vote: 9-0-0

OFFICE PHONE: (207)624-8612

EXECUTIVE DIRECTOR (207) 624-8678  
ROBERT.V.LECLAIR@MAINE.GOV



PRINTED ON RECYCLED PAPER

FAX: (207)624-8637

PHYSICAL LOCATION: 76 NORTHERN AVENUE  
GARDINER, MAINE 04345

Theresa Desfosses made a motion to fine the licensee \$1,500 per violation totaling \$4,500 and to revoke the license. The effective date of revocation will be June 4, 2014, seconded by Harvey Wallingford  
Vote: 9-0-0

Theresa Desfosses made a motion that if the board meeting should be cancelled on June 4, 2014, the Decision and Order be sent to Roger Timmons for signature, seconded by Al Hodsdon  
Vote: 9-0-0

B. Recommendation(s)

1. 2013-MFG-8747 (Piperstream Mobile Home Park)  
Carol Roberts made a motion to dismiss the complaint, seconded by Al Hodsdon  
Vote: 9-0-0
2. 2013-MFG-8698 (Riverside Drive)  
John Palmer made a motion to dismiss the complaint, seconded by Carol Roberts  
Vote: 9-0-0
3. 2014-MFG-9676 (West Gate Villa Mobile Home Park)  
Carol Roberts made a motion to dismiss the complaint, seconded by John Palmer  
Vote: 9-0-0
4. 2012-MFG-8506 (Polyniak, Joyce)  
Carol Roberts made a motion to dismiss the complaint, seconded by John Palmer  
Vote: 8-1-0 (David Cuttler removed himself from the vote)
5. 2013-MFG-9548 (Slauenwhite, Lemuel)  
Al Hodsdon made a motion to dismiss the complaint, seconded by Carol Roberts  
Vote: 9-0-0
6. 2013-MFG-9551 (O'Clair, Donald R.)  
Carol Roberts made a motion to dismiss the complaint, seconded by John Palmer  
Vote: 9-0-0

C. Fee Changes Effective April 1, 2014

Bob gave an update on the fee changes effective April 1, 2014, everyone is very happy the fees have decreased, the only downside to it is that we have had to do many refunds because we are getting outdated applications.

D. Update: Water Committee Subgroup Discussion-Ryan Chandler

Ryan updated the board on the results of the water test audit, we sent out the letters for the audit on December 16, 2013, the thank-you letters on March 12, 2014, filed 51 complaints for non-compliance. We received many excuses why the results were not submitted and many licensees took the water tests after they got the audit letter. There were 7 Consent Agreements filed. The committee is still working towards having a set standard.

E. Discussion on Private Water System Failures

Bob told the board he created a letter to be sent to all the licensees with complaints regarding the water test audit (with the exception of the 7 with the Consent Agreements), the letter will state the complaints will be closed but in the future when we conduct another water test audit we will not except any excuses, the letter will also have attached the boards requirements on water testing.

John Verrier made a motion to close complaints and send letters out, seconded by Carol Roberts  
Vote: 9-0-0

**III. PRE-APPROVED LICENSE APPLICATION(S)**

David Brian Tasker, Levant, ME-Mechanic's License  
Eric W. Schloth, Conway, NH-Mechanic's License  
Donald Ashton, Windham, ME-Installer's License

**IV. PRE-APPROVED EXPANSION(S)**

None

**V. ADMINISTRATION**

A. Report from Christopher Mann, Assistant Attorney General

None

B. Report from Robert LeClair, Executive Director

Bob reported the Water Committee has a meeting on May 14<sup>th</sup> at 9am and will be meeting with Roger Crouse and Nate Saunders from DWP to discuss the issue regarding the private water systems.

Interviews will be conducted next week to fill the Senior Manufactured Housing Inspector position, only 3 candidates qualified.

**VII. ADJOURNMENT**

There being no further business to discuss the meeting adjourned at 12:22am. The next scheduled board meeting is August 6, 2014.

Respectfully submitted,

Heather Greenleaf  
Office Specialist I