



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
August 05, 2015

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 9:00 a.m.

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

Board Members Absent: David Cuttler

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

B. Approval of August 05, 2015 Minutes

Carol Roberts made a motion to amend the minutes to change the chairperson from Roger Timmons to Theresa Desfosses, then approve the minutes, seconded by John Palmer. Vote 6-1-2 (Al Hodsdon was not present for this vote)

II. NEW BUSINESS

A. Review of comments and final adoption of the Community Rules

Holly Doherty reviewed the comments received and drafted responses to the comments, she told the board if they would like to add to the responses they may do so. Roger read the

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comments and responses. Theresa Desfosses made a motion to accept the comments and responses as written, seconded by Harvey Wallingford.

Vote 8-0-1

Theresa Desfosses made a motion to approve Chapters 820, 830, 840, 850 & 860 as written, seconded by Al Hodsdon.

Vote 8-0-1

B. Colonial Pines Mobile Home Park-Relocation of lots

Bob explained Colonial Pines Mobile Home Parks owner went bankrupt and the community was sold at auction, they are licensed for 60 sites but for older homes, in order to put new homes in the lots would need to be moved and expanded, the issue is not all the lots will meet the required 5,000 sq ft size. Theresa Desfosses made a motion that the community reconfiguring must include lot sizes that meet the required of 5,000 sq ft per lot, seconded by John Palmer.

Vote 7-1-1 (Al Hodsdon abstained)

C. Recommendation(s)

1. 2014-MFG-10781 (Close Complaint)

Harvey Wallingford made a motion to offer a Consent Agreement with a \$1,000 fine to Ames Mobile Home Sales, Inc for failure to have an Installation Label in the home, seconded by Theresa Desfosses.

Vote 8-0-1

2. 2014-MFG-10498 (Close Complaint)

John Palmer made a motion to dismiss the complaint, seconded by Carol Roberts.

Vote 8-0-1

D. HUD Funding

Bob reported over the years HUD has paid the Maine Manufactured Housing Program \$22,000 per year. Bob has a conference call scheduled with HUD regarding HUD's plan to reduce the funding to \$5,000 and to increase fees. We have an option to opt out and not use the HUD standards but Anne is the only one who can make that decision. The conference call is between 15 states and Bob will report back next month after the conference call.

III. PRE-APPROVED LICENSE APPLICATIONS

Goscobec Inc-QC, Canada-Manufacturer and Dealer Application
Kevin Michael Flaherty-Gray, ME-Dealer Application

IV. PRE-APPROVED EXPANSION APPLICATIONS

None

V. ADMINISTRATION

A. Report from Assistant Attorney General

Nothing to report

B. Report from Robert LeClair, Executive Director

Bob reported he had received a letter from David Cuttler giving his resignation on the board. He stated we will wait a while before filling the seat unless someone goes to the Governor with interest. No other business to report.

V. ADJOURNMENT

Meeting adjourned at 10:18am.

Respectfully submitted,

Heather Greenleaf
Office Specialist I