



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
September 2, 2015

I. OPENING FORMALITIES

A. Call to Order and Introduction of Board Members

Acting Chairperson Theresa Desfosses declared a quorum and called the meeting to order at 9:00 a.m.

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

Board Members Absent: Roger Timmons, Carol Roberts

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

Harvey Wallingford motioned to approve the minutes as written, seconded by John Palmer. Vote 5-0-3 (Al Hodsdon was not present for this vote)

II. NEW BUSINESS

A. Hearing(s)

2015-MFG-10973

Theresa Desfosses made a motion that the licensee violated the Decision and Order, seconded by Harvey Wallingford.
 Vote 6-0-2



Al Hodsdon made a motion that a letter of reprimand be put in the licensees file for 3 years at which time it would be removed as long as the licensee had no other violations, seconded by John Verrier.

Vote 3-2-2 (Harvey Wallingford and Theresa Desfosses against vote)

B. Recommendation(s)

1. 2015-MFG-11388 (Close Complaint)

John Palmer made a motion to dismiss the complaint, seconded by Harvey Wallingford.
Vote 5-0-3 (Al Hodsdon was not present for this vote)

2. 2015-MFG-11389 (Close Complaint)

John Palmer made a motion to dismiss the complaint, seconded by Harvey Wallingford.
Vote 5-0-3 (Al Hodsdon was not present for this vote)

3. 2015-MFG-10788 (Close Complaint)

John Palmer made a motion to dismiss the complaint, seconded by Al Hodsdon
Vote 6-0-2

4. 2014-MFG-10681 (Close Complaint)

Harvey Wallingford made a motion to dismiss the complaint, seconded by Al Hodsdon.
Vote 6-0-2

C. HUD Funding

Bob reported he had received notice from HUD last month that the program would be losing some of our funding from them. Bob was on a conference call that included 16 or 17 other states, Maine was the first state asked for an opinion on the matter. Bob told them he felt it was unfair the funding was being cut and was possibly a deal breaker for our state. So many other states complained about the proposed funding cut they decided not to do it. If the rule passes we will continue to get the same funding we have been getting. Bob stated we have been with HUD for 20 plus years and some other states that have been with HUD less time will be getting raises. Chris Mann said he would look into this.

III. PRE-APPROVED LICENSE APPLICATIONS

Joe Rodrigue-Kennebunk, ME-Developer 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 the Maine Manufactured Housing Association will hold their annual meeting this year on October 14, 2015 and we have been invited to speak at the meeting. Bob said part of our presentation will be on the new community rules.

Bob recently did a presentation at the Modular Housing Association meeting which went very well. The biggest concern at the meeting was energy standards for modular homes, he told them the board made an effort to have the standards changed a few years ago but comments at the Public Hearing (2 complaints) shut that down.

Budget- We are doing fine with the budget, we are trying to keep the balance as low as possible as we get a general fund sweep every year. We have another fee decrease coming up- Communities \$50 per community and \$5 per site, and all label fees will drop to \$150. The decreases should be in effect within the next few months and will continue to drop as able.

The community rules were effective August 30, 2015, Bob does not want to start enforcing them until we are able to get the word out to the community owners. Bob asked the board what date they thought would be a good date to require the annual testing be done by for the communities. Al Hodsdon made a motion to make the date the annual water testing be done by would be February 1st of each year starting February 1, 2016, seconded by John Verrier.
Vote 6-0-2

Snap Space Solutions-company located in Brewer, Maine in Bob's opinion they are building modular homes out of shipping containers. We tried to get them licensed years ago and they were on board with it until they contacted the third party inspection agency and found the cost was too high so they did not apply. They will not work with us, nor will they work with the local code enforcement they will not even let them into the building. Chris sent them a Cease and Desist letter and they have a lawyer Chris is working with.

V. ADJOURNMENT

Meeting adjourned at 11:00am.

Respectfully submitted,

Heather Greenleaf
Office Specialist I