



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
January 08, 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 9:02 a.m.

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

Board Members Absent: Harvey Wallingford

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 November 06, 2013 Minutes

Al Hodsdon motioned to approve the minutes as written, seconded by Carol Roberts.
Vote 8-0-1

II. NEW BUSINESS

A. Hearing(s)

1. 2013-MFG-9645 (Daigle Trailer Camp)

Theresa Desfosses made a motion to find the licensee in violation of the board's requirements and fine \$1,000 to be paid within 30 days, seconded by John Palmer
Vote: 8-0-1

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PHYSICAL LOCATION: 76 NORTHERN AVENUE
GARDINER, MAINE 04345

B. Recommendation(s)

1. 2013-MFG-9087 (Sturks, James)

Carol Roberts motioned to dismiss the complaint, seconded by David Cuttler.

Vote: 8-0-1

2. 2013-MFG-8556 (King, Barbara)

Theresa Desfosses motioned to dismiss the complaint, seconded by Carol Roberts.

Vote: 8-0-1

3. 2012-MFG-8703 (Foss, Philip)

Carol Roberts motioned to dismiss the complaint, seconded by David Cuttler.

Vote: 8-0-1

C. Ambrose & Williams Construction, Inc-Installers Application

The board discussed this application because some were concerned given the applicant was previously licensed with the board and his history. Chris stated there was no reason the board could deny the license but could approve it with conditions. Theresa Desfosses made a motion that the application needed to be fully completed and the insurance certificate needed to be corrected to state manufactured housing in the description, seconded by John Verrier.

Vote: 8-0-1

D. Discussion on acceptable Arsenic levels in private water systems.

Bob stated we do not currently have a standard for private water systems; the public water systems go by the EPA standards, which for arsenic the acceptable level just changed from 50 PPB to 10 PBB. It was decided a group would get together to discuss this issue. Theresa Desfosses made a motion a committee be created and come up with standards within a 6 month period, seconded by Carol Roberts.

Vote: 8-0-1

E. Update: Vocational School committee

In the future the board will look to have the vocational schools exempt, in the meantime there is nothing the board can do.

F. Update: Discussion on requirements to have concrete pads for double wide HUD home

Bob will ask someone from Rural Development to attend the next scheduled board meeting. Discussion to be continued.

III. PRE-APPROVED LICENSE APPLICATION(S)

Solar Maine, Inc-Portland, ME (Dealer'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 he had gone through 400 different scenarios regarding reducing fees for the Manufactured Housing Board. The licensing fees for Manufacturers, Dealers, Installers, Mechanics and Developer Dealers will be reduced from \$200 to \$100 and seal fees will be reduced to \$160 per label rather than \$200. He also stated the Manufactured Housing Board has been able to catch up on required community inspections thanks to Ryan Chandler and they have completed 50 plus HUD pre-occupancy inspections. The licensees are doing a better job at notifying us of homes they have sold.

AC Reports- Bob stated the inspections regarding the AC Reports all homes are supposed to be inspected prior to occupancy and one company is not complying with this. The third party is also responsible for this situation and many dealers have been affected by this, Bob will meet with Chris to further discuss what will be done.

VII. ADJOURNMENT

There being no further business to discuss the meeting adjourned at 11:02am. The next scheduled board meeting is February 05, 2014.

Respectfully submitted,

Heather Greenleaf
Office Specialist I