



STATE OF MAINE
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
MANUFACTURED HOUSING BOARD



Janet T. Mills
Governor

Penny Vaillancourt
Director

Joan F. Cohen
Commissioner

**Manufactured Housing Board Public Board Meeting
76 Northern Ave Gardiner, Maine 04345
January 29, 2026**

MINUTES

MEMBERS PRESENT

Theresa Desfosses, Chair
Thatcher Butcher, Vice-Chair
Patricia Banks
Austin Gregory
Margaret Jones
Susan MacKay - Zoom
Kimberly Nason - Zoom
Geoffrey Smith
Harvey Wallingford

MEMBERS ABSENT

None

MEMBERS LEAVING EARLY

Thatcher Butcher
Kimberly Nason

STAFF PRESENT:

Ryan Chandler, Acting Executive Director & Senior Manufactured Housing Inspector
Jessica Parlin, Manufactured Housing Inspector
Helen Tutwiler, Secretary Specialist
Randy Dow Assistant Attorney General
Mark Terison Hearing Officer
Nicole Sawyer Assistant Attorney General
Kathryn Horst Assistant Attorney General

I. CALL TO ORDER

Board Chair, Theresa Desfosses, called the meeting to order at 9:00am

II. AGENDA MODIFICATIONS AND APPROVAL

None

III. MINUTES REVIEW AND APPROVAL

Review and approval of the December 10th, 2025 minutes.

A motion was made by Thatcher Butcher and seconded by Patricia Banks to approve the minutes as written.
Vote: 8 in favor with 1 recused.

IV. HEARING

Hearing Officer Mark Terison, Esq., convened the adjudicatory proceeding at 9:07am. The purpose of the hearing is to determine which party is responsible for fixing the complainer's home as it relates to Complaint #2023-MFG-19226 and the allegations as outlined in the Notice of Hearing.

Subpoena For Testimony has been issued at the request of Attorney Theodore Small, Skelton, Taintor & Abbott in conjunction with the in conjunction with the below captioned adjudicatory and enforcement proceeding before the Board.

A motion made by Austin Gregory and second by Thatcher Butcher to keep Subpoena in place.

Vote: unanimous 9/0

2023-MFG-19226

2024-MFG-20426

2024-MFG-20427

Hearing Officer, Mark Terison stopped the hearing at 4:38 pm and will be continued at future date.

V. COMPLAINT PRESENTATION(S) AND BOARD ACTIONS

None

VI. BOARD ACTIONS

None

VII. DISCUSSIONS

None

VIII. SENIOR INSPECTOR'S REPORT

None

IX. EXECUTIVE DIRECTOR'S REPORT

None

X. PUBLIC OPPORTUNITY TO COMMENT

None

XI. ADJOURNMENT

Hearing Officer, Mark Terison stopped the hearing at 4:38 pm and will be continued at future date.