



Janet T. Mills
Governor

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



Joan F. Cohen
Commissioner

Penny Vaillancourt
Director

Manufactured Housing Board Public Board Meeting
76 Northern Ave Gardiner, Maine 04345
April 8, 2026

MINUTES

MEMBERS PRESENT

Theresa Desfosses, Chair
Thatcher Butcher, Vice-Chair
Patricia Banks
Margaret Jones - Zoom
Kimberly Nason
Harvey Wallingford

MEMBERS ABSENT

Austin Gregory
Susan MacKay
Geoffrey Smith

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

I. CALL TO ORDER

Board Chair, Theresa Desfosses, called the meeting to order at 9:05am

II. AGENDA MODIFICATIONS AND APPROVAL

None

III. MINUTES REVIEW AND APPROVAL

Patricia Banks made motion to table vote on January 29th and March 6th board meeting minutes until next board meeting in May. Thatcher Butcher second the motion.

Vote: 6/0 in favor

IV. HEARING

None

V. COMPLAINT PRESENTATION(S) AND BOARD ACTIONS

2021-MFG-17418

Assistant Attorney General, Randy Dow proposed a Consent Agreement of \$1000 fine and a warning. A motion was made by Kimberly Nason and seconded by Thatcher Butcher to accept the proposed Consent Agreement.

Vote: 4 in favor, 2 opposed.

2023-MFG-18992

A motion was made by Patricia Banks and seconded by Kimberly Nason to dismiss the complaint

Vote: 5 in favor, 1 opposed.

2025-MFG-20668

A motion was made by Patricia Banks and seconded by Kimberly Nason to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

2025-MFG-20736

A motion was made by Thatcher Butcher and seconded by Patricia Banks to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

2025-MFG-20779

A motion was made by Patricia Banks and seconded by Thatcher Butcher to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

2025-MFG-20867

A motion was made by Kimberly Nason and seconded by Thatcher Butcher to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

2025-MFG-20933 thru 20939

A motion was made by Patricia Banks and seconded by Kimberly Nason to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 5 in favor, 1 recused.

2025-MFG-20999

A motion was made by Kimberly Nason and seconded by Thatcher Butcher to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 5 in favor, 1 recused.

2026-MFG-21177

A motion was made by Kimberly Nason and seconded by Patricia Banks to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

2026-MFG-21246

A motion was made by Kimberly Nason and seconded by Patricia Banks to dismiss the complaint in accordance with Chapter 370 Section 5(C) of the Board rules.

Vote: 6 in favor, 0 opposed.

VI. BOARD ACTIONS

License Application Review - DL90001563

A motion was made by Theresa Desfosses and seconded by Patricia Banks to deny license due to lack of work experience.

Vote: 5 in favor, 1 Abstain.

License Application Review - ME80000307

A motion was made by Patricia Banks and seconded by Thatcher Butcher to deny license due to lack of work experience.

Vote: 6 in favor, 0 opposed.

VII. DISCUSSIONS

Board Chair wanted to know how MHB is doing. Ryan responded very busy. Road posting coming down and will get extremely busy with park complaints. Question was raised if we will hire another inspector. Discussion on the supplemental budget and the move to MOCA.

VIII. SENIOR INSPECTOR'S REPORT

The staff will be doing roughly 150 park inspections this year. Inspections will start soon. Working on closing complaints currently on the books. Received a lot of calls from park owner regarding increasing rent. Supplement budget passed and once signed by the Governor, June will be last Board Meeting.

IX. EXECUTIVE DIRECTOR'S REPORT

Senior Inspection in acting position

X. PUBLIC OPPORTUNITY TO COMMENT

None

XI. ADJOURNMENT

Motion to adjourn made by Patricia Banks and seconded by Thatcher Butcher at 10:23am

Vote: 6 in favor, 0 opposed.