



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
June 9, 2026**

MINUTES

MEMBERS PRESENT

Theresa Desfosses, Chair
Thatcher Butcher, Vice-Chair
Patricia Banks
Susan MacKay-Zoom
Kimberly Nason

MEMBERS ABSENT

Austin Gregory
Margaret Jones
Harvey Wallingford

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 9:03

II. AGENDA MODIFICATIONS AND APPROVAL

None

III. MINUTES REVIEW AND APPROVAL

Review and approval of the 1/29/26 minutes.

A motion was made by Thatcher Butcher and seconded by Patricia Banks to approve the minutes as written.

Vote: 5 in favor, 0 opposed.

Review and approval of the 3/6/26 minutes.

A motion was made by Kimberly Nason and seconded by Thatcher Butcher to approve the minutes as written.

Vote: 5 in favor, 0 opposed.

Review and approval of the 4/8/26 minutes.

A motion was made by Patricia Banks and seconded by Kimberly Nason to approve the minutes as written.

Vote: 5 in favor, 0 opposed.

IV. HEARING

None

V. COMPLAINT PRESENTATION(S) AND BOARD ACTIONS

2025-MFG-20899

A motion was made by Thatcher Butcher and seconded by Kimberly Nason to dismiss the complaint

Vote: 5 in favor, 0 opposed.

2025-MFG-21056

A motion was made by Patricia Banks and seconded by Thatcher Butcher to dismiss the complaint

Vote: 5 in favor, 0 opposed.

2026-MFG-21180

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

Vote: 5 in favor, 0 opposed.

2026-MFG-21218

A motion was made by Thatcher Butcher and seconded by Patricia Banks to dismiss the complaint

Vote: 5 in favor, 0 opposed.

2024-MFG-20425

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

Vote: 5 in favor, 0 opposed.

2025-MFG-20928

A motion was made by Thatcher Butcher and seconded by Kimberly Nason to accept counter offer and modify original consent agreement with a reduced fine of \$2500.

Vote: 5 in favor, 0 opposed.

VI. BOARD ACTIONS

None

VII. DISCUSSIONS

Theresa Desfosses noted it's a sad day for the industry with today being the last day this board will ever met. Theresa met with Samatha Horn, Director of Maine Office of Community Affairs aka MOCA to talk about the future of the housing industry. Randy Dow, Assistant Attorney General addressed the Board explaining the statutory changes are to come in the future. Things will change next year.

VIII. SENIOR INSPECTOR'S REPORT

Ryan Chandler reported inspections going well, complaints continue to come in and getting ready to make the move to MOCA. Ryan thanked the Board for their service and dedication to OPOR.

IX. EXECUTIVE DIRECTOR'S REPORT - COMMISSIONER & DIRECTOR COMMENTS

Joan Cohen, Commissioner of OPOR addressed the Board and thanked them for all their service.

Penny Vaillancourt, Director addressed the Board and also thanked them for all their time and commitment to this agency.

X. PUBLIC OPPORTUNITY TO COMMENT

None

XI. ADJOURNMENT

Motion to adjourn made by Patricia Banks and seconded by Kimberly Nason at 9:46am

Vote: 5 in favor, 0 opposed.