

## MINUTES

### BOARD OF MANUFACTURED HOUSING MEETING

Monday, December 19, 2016

1:00 PM

Legislative Office Building, Room 303  
33 North State Street, Concord, NH 03301

**The following members were present:** Chair Mark Tay, Judy Williams, Lois Parris, Kenneth Dame, and Adam Gidley.

Not in attendance: Glenn Ritter, Rep. Franklin Sterling, Secretary Robert Hunt.

**Others in attendance included:** Rick Wisler - clerk of the Board of Manufactured Housing. Also in attendance were: Muriel Day, James Day, Sharon Rondeau, Esquire, Rep. Francis Gauthier.

The meeting was called to order by Chair Mark Tay at 1:10 p.m. and he introduced and welcomed Adam Gidley as the new Board member.

**Approval of Minutes:** The October 21, 2016 minutes were reviewed. Board member Williams moved, Board member Dame seconded, voted unanimously to accept the minutes of the October 21, 2016 meeting.

**Approval of Non-Public Minutes** of October 21, 2016. No action was taken as a quorum of members who participated in the meeting was not present. The item will be added to the next meeting agenda.

**Approval of Board Decision for docket 17-09** Richard and Belinda Gleason v. Pine Knoll Village. The written decision was not completed and will be added to the next meeting agenda for review and approval.

**Complaint Hearing – Continued docket 17-11** Cynthia Goss and Rita Hall v. Colonial Village MHP. Chair Mark Tay updated the Board that, at the request of the respondent's attorney, a 60 day continuance was granted November 14, 2016. The Board clerk was asked to contact the parties for a status update and to add the item to the next meeting agenda.

**Threshold Review and possible hearing docket 17-12** Muriel Day v. Paradise Ridge MHP. The complainant, Muriel Day accompanied by James Day, were present and not represented by counsel. The respondents, Mr. and Mrs. Albert Day of Paradise Ridge MHP, were not present but were represented by attorney Sharon Rondeau.

Chair Mark Tay informed the attendees of the threshold review and hearing process. The respondent's attorney Sharon Rondeau advised the Board that Mr. and Mrs. Day were out of state and unable to attend the meeting, and requested a continuance if the Board determined to proceed with a hearing. The complainant raised no objection if the complaint would be timely addressed. Following the Chair's suggestion that the parties privately discuss the complaint and attempt to resolve the matter, the parties agreed and left the room. At the conclusion of their discussion, the parties returned to the meeting and reported they reached a tentative agreement but have some details to further discuss. Attorney Rondeau requested a 60 day continuance to finalize the terms of the agreement. Chair Tay agreed to the 60 day continuance and requested the Board clerk follow up with the parties and add the item to the next meeting agenda.

**Status update for docket 17-10** Michael Annese v. Mobile Courts, Inc. At the October 21, 2016 hearing the Board tabled action pending the outcome of additional discussions between both parties. The Board

clerk informed the Board that the respondent's attorney recently provided a number of documents indicating a sale of the home was imminent. During a phone call that morning, Mr. Annese stated the closing was scheduled for December 22, 2016 and he would inform the clerk of the outcome. The item is to be added to the next meeting agenda. Member Adam Gidley did not participate in the discussions.

**Other Business:** Representative Francis Gauthier introduced himself to the Board and discussed concerns and challenges facing Claremont and other towns attempting to collect overdue taxes from manufactured home tenants. The Board thanked Representative Gauthier for attending the meeting and raising his concerns.

The Board clerk was asked to provide some additional language on future complaint correspondence that will further identify the Board of Manufactured Housing's name and point of contact.

**Next Meeting:** The Board scheduled the next meeting for Monday March 13, 2017, 1:00 at the LOB.

**Adjournment:** Board member Dame moved, member Williams seconded, and unanimously approved to adjourn at 2:15.