

MINUTES

BOARD OF MANUFACTURED HOUSING MEETING

Friday, March 9, 2018 1:00 PM

Legislative Office Building, Room 307
33 North State Street, Concord, NH 03301

The following members were present: Chair Mark Tay, Esq., Secretary Rob Hunt, Esq., Rep. Franklin Sterling, Rep. Thomas Laware, Kenneth Dame, Lois Parris, Judy Williams, Adam Gidley and Anna Mae Twigg.

Others in attendance included: Rick Wisler – clerk of the Board of Manufactured Housing, and Joe Shoemaker, OPLC Technical Director. Also in attendance were Chris Monroe and Tyler Labrie.

The meeting was called to order at 1:05 p.m. by Chair Mark Tay and he welcomed Director Joe Shoemaker and new Board member Anna Mae Twigg.

- 1. Approval of Minutes:** The minutes of December 15, 2017 were reviewed. Board member Lois Parris moved to approve the minutes, seconded by Board member Franklin Sterling. The Board unanimously voted to approve the minutes. Board member Anna Mae Twigg abstained as she was not present at that meeting.
- 2. Approval of Board Decision Docket 17-14:** Peter Parrino v. Mobile Courts, Inc. Chair Mark Tay recused himself from the discussion, Board Secretary Robert Hunt presided. Board member Franklin Sterling moved to approve the draft decision as presented, seconded by Board member Judy Williams. The motion unanimously passed. Board member Anna Mae Twigg abstained.
- 3. Approval of Board Decision Docket 18-02:** Estes v. Pine Gardens Manufactured Homes, Inc. Chair Mark Tay presided. Board members Robert Hunt and Lois Parris recused themselves from the discussion. Board member Ken Dame moved to approve the draft decision as presented, seconded by Board member Franklin Sterling. The motion unanimously passed. Board member Anna Mae Twigg abstained.
- 4. New Complaint, Request to Withdraw Docket 18-03:** Jon Black v. Rock Rimmon Co-Op. The complainant alleged the Co-Op violated RSA 205-A:2, X (a), (b) and (c) by failure to respond to complainant's requests regarding a tree that did and/or could damage the complainant's home. On 12/5/17 the complainant requested this matter be tabled until the next meeting. On 01/10/18 the complainant requested to withdraw the complaint as the matter was resolved. Chair Tay acknowledged the request to withdraw the complaint. No further action required pursuant to Man 210.08.
- 5. New Complaint, Request to Withdraw Docket 18-04:** Amanda Beando v. Forest Park Tenants Association Co-Op. The complainant alleged the Co-Op violated RSA 205-A:2, IX by charging or attempting to charge a supplemental fee for underground repairs and maintenance of water and sewer lines. On 02/22/18 the complainant requested to withdraw the complaint as the matter was resolved. Chair Tay acknowledged the request to withdraw the complaint. No further action required pursuant to Man 210.08.
- 6. Next Board Meeting:** The Board scheduled a tentative meeting date of May 11, 2018 if needed to address any recently filed complaints. If no new complaints are filed, the Board scheduled June 8, 2018 for the next regularly scheduled meeting.

- 7. Update of Board position:** Chair Tay noted Board member Lois Parris' term expires late April 2018 and she is seeking another term. Chair Tay asked the Board clerk to draft a letter supporting her reappointment.
- 8. Other Business:** There was general discussion on HB1715 regarding manufactured housing park rent increases. Chair Tay informed the Board that he and Board member Lois Parris had testified at the house hearing and expressed concern of the additional work load that would likely impact the Board's ability to handle complaints filed under existing regulations. The bill passed with an amendment to establish a study committee.
- 9. Adjournment:** Board member Franklin Sterling moved to adjourn, seconded by Board member Lois Parris. The motion was unanimously approved at 1:37 pm.