

MINUTES

BOARD OF MANUFACTURED HOUSING MEETING

Friday, December 14, 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 Robert Hunt, Esq., Kenneth Dame, Lois Parris, Anna Mae Twigg, Adam Gidley.

The following members were not present: Rep. Franklin Sterling, Rep. Thomas Laware, Judy Williams.

Others in attendance included: Rick Wisler, OPLC.

The meeting was called to order at 1:15 p.m. by Chair Mark Tay.

- 1. Approval of Minutes:** The board took no action on the minutes of October 1, 2018 meeting. The minutes will be scheduled for review and approval at the next meeting.
- 2. Approval of Decision Docket 19-01 Karen Crowe v. Thicket Hill MHC:** Board secretary Robert Hunt moved to approve the decision as written, seconded by Lois Parris. The Board voted unanimously to approve the decision.
- 3. Update of Board positions:** Board member Judy Williams was recently reappointed and her term expires October 7, 2021. Anna Mae Twigg has been in holdover status since October 7, 2018 and is awaiting a decision from the Governor's office.
- 4. Other Business:** The board had a general discussion on the status of new complaints. Recently there have been fewer complaints filed although the number of inquiries remains consistent. It is believed the lower number of filings could be seasonal, and may also be attributed to some complainants' incorrect belief that the board has investigative authority. The clerk will continue to inform callers of the complaint process including board review of all complaints to determine appropriate jurisdiction with guidance as necessary, and answer questions as needed.
- 5. Next Board Meeting:** The Board scheduled the next meeting for Friday February 8, 2019 at 1:00 p.m. only if a complaint is filed that requires a meeting to be held by that time, otherwise, the next scheduled meeting date will be Friday March 8, 2019 at 1:00 p.m.
- 6. Adjournment:** Board member Robert Hunt moved to adjourn, seconded by Board member Kenneth Dame. The motion was unanimously approved at 1:45 pm.

Respectfully submitted:

Rick Wisler, Administrator III OPLC/Board of Manufactured Housing