

MANUFACTURED HOMES COMMISSION

Minutes of Meeting Held on January 16, 2024
Taunton City Hall

CALL TO ORDER: 10:39 am

Members in Attendance (in person): Assistant Attorney General Dan Less (Secretary), Ethan Mascoop (Chair)

Members in Attendance (virtual): Tyler Newhall (Director of Municipal Relation, Executive Office of Housing and Livable Communities (“EOHLC”)), Jeffrey Hallahan (Vice Chair), Sandra Overlock

Absent: Tracey Sharkey

Vacancy: One

It was generally agreed there was a quorum.

Others Attending Virtually: Christopher Jee (Deputy General Counsel, EOHLC), Oliver Stark (Counsel, EOHLC), Sky Karp (Paralegal, Attorney General’s Office (“AGO”)), Nora Gosslin (Cooperative Development Institute (“CDI”))

Others Attending In Person: Deborah Winiewicz (Resident Owned Communities (“ROC”)), Mary O’Hara (“ROC”), Paula Fay, Bob Costa

APPROVAL OF MINUTES

The minutes for both July 18th, 2023 and October 17th, 2023 were up for approval.

July 18th, 2023 minutes:

Mr. Mascoop asked whether the “MH Consensus Committee” on the second page of the July minutes was the correct name. Ms. Overlock confirmed it was.

It was raised that the sentence “AGO has spoken with counsel and has one complaint **it** is working to resolve” was confusing. Mr. Less proposed changing “it” to AGO so it is clearer. [*Note – this change was made*].

Ms. Overlock made a motion to approve the July 18th minutes with the proposed change.

Mr. Hallahan seconded the motion.

Vote: Unanimously in favor

October 17th, 2023 minutes:

Ms. Overlock made a motion to approve the October minutes.

Mr. Mascoop seconded the motion.

Discussion: None

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Vote: Unanimously in favor.

Taunton Mayor Shaunna O'Connell briefly joined. She thanked the Manufactured Homes Commission for its work and noted that there are multiple manufactured housing communities ("MHCs") in Taunton.

CORRESPONDENCE/COMMUNICATION

None.

OLD BUSINESS

List of MHCs

Mr. Mascoop noted he may have some students over the summer to work on this project, but no one official yet.

Mr. Less noted that there is a list that is on the commission's website (hosted by EOHLC), which was created in 2008. Nora Gosslin from CDI provided the commission with CDI's list a couple years ago, which is dated 2022.

Ms. Gosslin mentioned there is now an updated list, as some MHCs have been sold. The list can be sorted, searched, and filtered.

Ms. Overlock questioned how correct the list could be since there was a new community in Taunton she believed was not on the CDI list. Mr. Hallahan raised that a new list doesn't just need to include new communities but also reflect change in ownership for existing communities. It needs to have proper contact information for new owners. Ms. Overlock agreed with Mr. Hallahan and asked how the commission would go about accepting a list created by an outside source?

Mr. Mascoop asked who authored the list on the commission's website. Ms. Overlock explained it was the commission; the secretary in 2008 sent letters to all the Boards of Health to get the information.

Mr. Mascoop suggested the commission compare and merge the two lists (from the commission and CDI) and add in any transfers. He also suggested adding in environmental information, and number of complaints. The old list had info about septic systems and well water; this data is critical to track. For example, if a community is not on a public water supply, PFAS is more of a concern. It would be helpful to track the data and see if parks are complying with potable water standards. Could be useful for future analysis and review and help residents understand what's in their parks.

Mr. Less suggested that since CDI created the newer list, the commission hear from Ms. Gosslin about the process.

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Ms. Gosslin stated she has a high degree of confidence in the CDI list. She used the GIS Massachusetts property map as a starting point and then went into the registry of deeds for each community. Because CDI regularly does public record requests, she updated it as CDI was working with different communities as well. She started in summer of 2021 and it took about a year to finish.

Mr. Less suggested the CDI list was a good starting point in terms of what information the commission can rely on. He noted that all commission members have some responsibility to update the list if they hear of a closure or new ownership. The AGO usually gets notices; Mr. Less can update the list as notices come in.

Mr. Mascoop asked if commission members want to make a motion to take down the 2008 list and put up the CDI list? Or have both lists up?

Ms. Overlock suggested that if the commission posts the list from CDI they will need to include a statement that the list was compiled by CDI and not the commission.

Mr. Mascoop asked if the CDI list is on CDI's website, and Ms. Gosslin said it was not. She stated that she could ask internally if CDI can post it on their website, but that it may be easier if it is posted on the commission website; people do not typically go to the CDI website for that information.

Ms. Overlock suggested having a link to CDI even if the list is not on CDI's website so that people know where it came from and can track it back years down the road.

Mr. Less suggested that there should only be one list. He liked the idea that the list will come with notice that the list was prepared by CD and include CDI's contact information. He also liked the idea of a link to CDI as the source of the list.

Mr. Mascoop suggested returning to this topic at the next commission meeting. The commission can either put the list on its website with a notice or include a link. The commission can also archive the old list and keep it available in case constituents want or need it.

Ms. Overlock mentioned that the older list had sewer and water information that might be helpful.

By the next meeting, Ms. Gosslin will let the commission know if it can use the CDI list as a public document.

Commission Vacancy

The commission has had a vacancy for almost a year.

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Mr. Hallahan suggested the commission try to find someone in a non-resident owned park. Ms. Paula Fay was in attendance in person and expressed interest in serving on the commission but has not applied yet.

Ms. Overlock reminded the commission of the process to apply to serve on the commission. The applicant fills out an application which goes to the Governor's Office, who vets and appoints the commission member. Other commissioners do not have a say in who is appointed.

Nonetheless, Ms. Fay shared that since 2017, she and her sister have owned a home located in the Oak Point MHC in Middleboro which is owned by Hometown America. She stated that Oak Point has had numerous issues including several lawsuits against Hometown and conflicts with the Middleboro government. Ms. Fay has played a significant role in trying to resolve these problems. She noted that Oak Point residents appear frequently before the Middleboro rent control board because Hometown has violated rules and regulations in the town and do not always have support from their board of health and conservation commission. Ms. Fay has previously served on local commissions, and prior to her retirements was a middle and high school teacher, a college professor, and served on the board of education.

Mr. Less asked Ms. Fay if she had any questions for the commission. Ms. Fay responded that she has had some conversations with Mr. Mascoop. Mr. Mascoop talked to her about wanting to become more active as a commission, and Ms. Fay expressed interest in that.

Attorney Jee will send Ms. Fay's information to EOHLC and they'll get her the information for applying. Ms. Fay will email him.

Commission's Annual Report

Ms. Overlock emailed a copy to be sent to the Governor's Office. Mr. Mascoop would like to distribute it to commissioners so they can offer comments and feedback.

Commissioners need to send any comments they want considered to Mr. Mascoop more than 48 hours before the next meeting.

Sign-In Sheet

Mr. Less sent a copy of a draft sign-in sheet to the commission. He suggested the commission let members of the public know it's voluntary and there's a possibility it is a public record. There will not be any requirement to identify oneself or give any information.

Ms. Overlock mentioned that the commission used to use sign in sheets as an email list for notification of meetings.

Mr. Less stated that it would be improper to individually send notices to people under the Open Meeting Law.

NEW BUSINESS -

None.

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OPEN FORUM

Mayflower MHC in Plymouth

Deborah Winiewicz brought up continuing problems at Mayflower discussed during the October commission meeting. She stated that nothing has changed since then. She was concerned that there is no timeline for when these issues will be resolved and it's been well over six months since they brought to the attention of state and local authorities. In November, a Parakeet manager told Ms. Winiewicz and DEP that that family impacted by the oil spill would be getting a new home in 4-6 weeks. She stated that Parakeet had not pulled any work permits.

Mr. Mascoop stated that after the October commission meeting in Plymouth, he went out to Mayflower in his individual capacity and not as a representative of the commission. He was there for about a half an hour, and observed several health code issues that needed to be dealt with. Given his experience as a health inspector, he stated that the issues were the responsibility of the local health department to resolve.

Ms. Winiewicz replied that the local Board of Health ("BoH") has not responded to any resident complaints. She did not that the BoH asked to meet with residents next week. Residents feel like there's no response from anyone.

Mr. Hallahan asked if the home where the oil spill occurred is occupied? Ms. Winiewicz responded that it was occupied noting that the only heat source is an electric heater. She also noted that contaminated soil is across the street in a dumpster, and has been there for a year. Ms. Winiewicz stated that part of the oil spill is under the home. She also mentioned that Parakeet was supposed to give the family a new home, but has not yet delivered one.

Mr. Hallahan shared that the home is owned by an individual who rents it out to the family with a lease to own option. Since the residents living there do not entirely own the home, there is a grey area for Parakeet as to who the point person should be to negotiate resolution of the old home and what percentage each party is entitled to for the value of the old home. The family is getting a brand new home from the manufacturer according to Parakeet. They need to get a demolition permit for the existing home, which they do not have yet. Mr. Hallahan stated that he will reach out to Parakeet and see where things stand.

Mr. Hallahan asked for a priority list of problems for Parakeet. Residents shared: 1) the oil spill 2) electrical issues 3) potholes.

Ms. Overlock stated that Parakeet is aware of the lease with option to purchase and has talked to both parties. She was not sure why they're saying didn't know about it.

Mr. Mascoop said that the Plymouth BoH needs to respond to the family's lack of heat and that according to the State Sanitary Code, space heaters are not substitute for a heating system. Heat must be restored within 24 hours of notification of the violation.

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Mr. Less gave some background on the AGO's involvement. The first complaint was in September, and the AGO escalated that complaint. Parakeet wanted to lift the old unit off of the oil site to remediate the spill, but there was immense concern this would destroy the unit and Parakeet was having difficulty finding a company to hoist the home. AGO suggested to Parakeet that would be faster and safer for Parakeet to purchase the old home from the family and the owner of the home and purchase a new home for the family rather than trying to lift the unit and risk destroying it. Parakeet agreed to do that and stated that they had ordered the new unit in either October or November.

Mr. Less believes Parakeet has resolved how much equity each of the parties have in the unit and that purchase of the old unit should be occurring soon. He noted that the oil spill is DEP's issue, but related to the AGO's involvement since the old unit needs to be removed before Parakeet can remediate the spill as DEP requires. The expectation was that the family would be in a new unit by now and they are not and the AGO is very concerned about that. The AGO may explore other options to expedite resolution of the old unit. This is not the only community owned by Parakeet that has issues. Mr. Less explained that mediation is the main way the AGO resolves not only MHC complaints but nearly all consumer complaints it receives. They have staff who will mediate any consumer issue. Given the nature of this issue and response from the company, the AGO will explore escalation of their response.

Royal Crest

Bob Costa, board president of a resident owned MHC called Royal Crest in Wareham stated that he read through the mission of the commission and said that he would be interested in any recommendations the commission might include in an annual report. He noted that the commission could also provide legislative proposals if it believed changes to the law were necessary, and asked if this has that ever been done before.

Mr. Hallahan said that the commission did try to tackle the issue of tenant safety and security of parks, but it did not go anywhere. The final analysis was that the commission's hands were tied and they didn't go about it the right way.

NEXT COMMISSION MEETING

The commission discussed the location and format of the next meeting. Commissioners discussed the benefits of in-person attendance and the ability to call in and it was generally agreed to continue hybrid meetings for now. Mr. Less and Mr. Mascoop suggested holding future meetings on the North Shore and in Peabody respectively. Ms. Gosslin stated that CDI can help support the commission on outreach (*i.e.* getting residents to attend commission meetings).

The commission proposed the following tentative schedule for meetings: April meeting in Chicopee, July meeting in Peabody, October meeting in Plymouth [at City Hall], January meeting in Taunton [at City Hall].

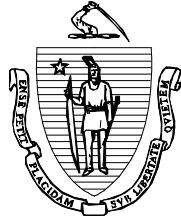
MOTION TO ADJOURN at 12:37 pm by: Ms. Overlock

Seconded by: Mr. Hallahan

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Discussion: None

All in favor: Unanimous



Pursuant to the Massachusetts Open Meeting Law, G.L. c. 30A, §§ 18-25, notice is hereby given of a meeting of the MANUFACTURED HOME COMMISSION

Massachusetts General Laws, Chapter 6, Section 108, establishes the Manufactured Homes Commission. It is the mission of the Manufactured Homes Commission to provide prompt, impartial service to all parties affected by or concerned with matters pertaining to manufactured housing communities, to the maximum extent permitted by law.

**PUBLIC NOTICE
COMMONWEALTH OF MASSACHUSETTS**

MANUFACTURED HOME COMMISSION QUARTERLY MEETING

**Tuesday, January 16, 2024
10:30 AM to 1:00 PM**

IN PERSON OPTION:

**Taunton City Hall (Council Chambers—2nd floor)
15 Summer Street
Taunton, MA 02780**

There is free parking behind City Hall. If the lot is full, there is a pay lot at the corner of Union and Church Streets which is about a block away from City Hall.

REMOTE PARTICIPATION OPTIONS:

To attend the meeting through **video access**, please join the meeting by clicking on the following link: [Click here to join the meeting](#)

To attend the meeting through **audio access** only, please join the meeting by dialing:

Phone Number: 1-857-327-9245

Conference ID: 796 950 364#

Passcode: WU8pc5

This meeting is open to the public. All persons having business to be brought before the Commission are invited to participate either in person or remotely.

Commissioners:

**Ethan Mascoop, Chair
Jeffrey Hallahan, Vice-Chair
Tracy Sharkey Commissioner**

**Sandy Overlock, Commissioner
Dan Less, Ex Officio
Tyler Newhall, Ex Officio**

Pursuant Chapter 2, of the Acts of 2023, suspending certain requirements of the Open Meeting Law, this meeting of the Manufactured Home Commission will be conducted through a combination of in person and remote participation as noted above to ensure that the public can adequately access the meeting in real time.



For further information contact: Chris Jee, EOHLIC
christopher.jee@mass.gov
617-573-1313

For reasonable accommodations regarding this meeting, please contact 617-573-1102.

Please contact the Massachusetts Executive office of Housing and Livable Communities at (617) 5731100 for free language assistance.

Favor de comunicarse con la Oficina Ejecutiva de Vivienda y Comunidades Habitables (Executive Office of Housing and Livable Communities (EOHLC)) de Massachusetts en (617) 573-1100 para ayuda gratis con el idioma.

Entre em contato com o Escritório Executivo de Habitação e Comunidades Habitáveis (Executive Office of Housing and Livable Communities (EOHLC)) de Massachusetts no número (617) 573-1100 para obter assistência gratuita com o idioma.

Tanpri kontakte Biwo Lojman ak Kominote alimantè (Executive Office of Housing and Livable Communities (EOHLC)) Masachousèt la nan (617) 573-1100 pou asistans gratis nan lang.

如果您需要免费的语言翻译帮助，请联络麻州住宅及社区发展部 马萨诸塞州住房和宜居社区执行办公室(The Massachusetts Executive Office of Housing and Livable Communities (EOHLC)),联络方式(617) 573-1100。

Свяжитесь с сотрудником Исполнительное управление жилищного строительства и пригодных для жизни сообществ (Executive Office of Housing and Livable Communities (EOHLC)) Массачусетс на предмет оказания бесплатной помощи по переводу на иностранный язык. ((617) 573-1100)

សូមទំាក់ទំនងដៃជកអភិវឌ្ឍន៍សហគមន៍និងលំនរបស់រដ្ឋសណ្ឋូសត រល្យប្រតិបតិសលំន និងសហគមន៍ដលចរស់ន។(Massachusetts Executive Office of Housing and Livable Communities (EOHLC)) មរយ: (617) 573-1100 ដើម្បីទទួលនជំនួយ ជកយតតតិតៃថ។

Vui lòng liên Văn phòng điều hành về nhà ở và cộng đồng đáng sống (Executive Office of Housing and Livable Communities (EOHLC)) Massachusetts tại (617) 573-1100 để được hỗ trợ ngôn ngữ miễn phí.

On January 11, 2024 this notice was posted at EOHLC Open Meeting Notices:

<https://www.mass.gov/service-details/dhcd-open-meeting-notice>

The Commonwealth of Massachusetts

Manufactured Homes Commission

100 Cambridge Street, Suite 300
Boston, MA 02114
(617) 573-1400

Fourth Quarter Meeting January 16, 2024
Taunton City Hall, 15 Summer Street, Taunton, MA
(Remote Participation is Also Available)
10:30M – 12:30PM

AGENDA

- 10:30** **CALL TO ORDER**
Attendance and Introductions
- 10:35** **APPROVAL OF JULY, 2023 and OCTOBER, 2023 MINUTES**
- 10:40** **CORRESPONDENCE/COMMUNICATIONS**
- 10:45** **OLD BUSINESS**
- Update on List of Communities
- 11:15** **NEW BUSINESS**
- Vacancy on Commission – Recruitment
 - Future meetings - Locations, In-Person/Remote/Hybrid, Outreach to Encourage Public Participation
 - Annual Commission Report
- 12:00** **PUBLIC FORUM**
- 12:30** **ADJOURN**

COMMISSION MEMBERS

APPOINTED

Ethan Mascoop, Chair
Jeffery Hallahan, Assistant Chair
Sandra Overlock, Commissioner
Tracy Sharkey, Commissioner

EX-OFFICIO

Dan Less, Attorney General Office
Tyler Newhall, Executive Office of Housing and
Livable Communities