

Manufactured Homes Commission
Minutes of Meeting Held On
July 20, 2021 at 10:30 am¹

CALL TO ORDER: 10:35 am

In Attendance: Sandy Overlock, Jeff Hallahan, Kathy Zorotheos, Tracy Sharkey, Ethan Mascoop, Dan Less from AGO, Chris Jee, Ryan Ambrose, and Thomas Berry from DHCD.

APPROVAL OF MINUTES

Motion to approve April 2021 minutes by: Sandy Overlock

Seconded by: Tracy Sharkey

Discussion: None

All in favor: Unanimous

OLD BUSINESS

The Commission is working to update the list of manufactured housing communities in the state. Mr. Mascoop provided an update on preparation for the formal survey, which will take place over the summer. Mr. Mascoop is working with two graduate students to reach out to boards of health across the state to determine what kind of interaction they have with MHCs with respect to COVID-19. One of the students, Max Miller, presented their findings so far. They have heard back from 25 boards of health, which ranged from not having MHCs on their radar at all to having implemented MHC-specific vaccine programs. The towns of Halifax, Carver, and Peabody have these kinds of programs in place to vaccinate homebound MHC residents. From these conversations with boards of health, Mr. Mascoop and the students also determined that cesspools in septic tanks and hoarding are two other non-COVID related health problems present in MHCs. The Commission discussed how to get boards of health to deal with health and sanitation issues in the communities as is their responsibility according to the statute. Dan Less will reach out to a contact at DPH to inform them of these issues and see if they can issue a reminder to boards of health that MHCs fall under their responsibilities.

The survey questions for the list of communities project is still in progress but should be finalized next week. Mr. Mascoop expects to have the results of the survey ready to discuss at the September meeting. Mr. Miller has prepared an executive summary of the boards of health research, which Mr. Mascoop moved to add to the minutes.

NEW BUSINESS

Mr. Less asked Ms. Sharkey to give an update on installation and construction issues. Tracy met with one of the district state inspectors who is working on the 10th edition for MA amendments to the state building code. Ms. Sharkey asked her to start with the definitions in the amendments since manufactured homes are becoming more sophisticated.

¹ The meeting was held remotely pursuant to An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency (<https://www.mass.gov/service-details/updated-guidance-on-holding-meetings-pursuant-to-the-act-extending-certain-covid-19-measures>). The public could participate remotely through video or telephone.

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Mr. Less asked Mr. Ambrose if the Commission could post the videos of the virtual meetings along with the meeting minutes, which Mr. Ambrose said they could do. There were no objections to this idea. The Commission determined that the video could go up immediately after the meeting and they would not need to wait for approved minutes.

Ms. Overlock raised that the Commission needs a new secretary because Ms. Zorotheos is unable to continue in the position. The Commission discussed whether they should bring in someone new to fill the position, but the secretary must be a commissioner. Mr. Less offered to become the secretary if he is legally allowed to do so as an ex officio member. He will check in with the AGO's general counsel on that point.

The Commission discussed the meeting venue for the September meeting and whether it should be held in person, virtually, or in a hybrid model. Mr. Jee and Mr. Ambrose suggested that due to the Delta variant they should plan to hold the next meeting virtually since they are still legally able to do so past the end of the state of the emergency.

OPEN FORUM

No questions.

MOTION TO ADJOURN at 11:58 am by: Tracy Sharkey

Seconded by: Sandy Overlock

Discussion: None

All in favor: Unanimous