

**Manufactured Homes Commission**  
Minutes of the Tuesday Oct 15, 2019  
Worcester Senior Center (COA)  
128 Providence Street  
Classroom B, Worcester, MA  
October 15, 2019 10:30am-12:30pm

**Call to order:** 10:30 a.m.

**In attendance:** Sandy Overlock, Jeff Hallerhan, Kathy Zorotheos, Tracy Starkey, Chris Jee, Esq. from DHCD, Daniel Less, Esq. from AG office

**Absent:** Ethan Mascoop

**APPROVAL OF MINUTES**

Motion to approve July 2019 Minutes

Jeff Hallherhan made the motion

Seconded: by Tacy Sharkey

All in favor: Unanimous

**CORRESPONDENCE/COMMUNICATION**

**NONE**

**OLD BUSINESS:** (opened up to open forum because of content)

**Clarification of issues:**

- **Point of connection** clarified under the home where the utilities come out. The point that comes from your home is the point of connection. Anything above that is the resident's responsibility, anything from ground to the connection of the home is the owners. The point at which the two connect from the ground to the home. The connection that meets the valve of the water supply from the home down is the owner's responsibility. Attorney Dan Less explained the point of connection. The industry is different than the AG's clarification. AG's interpretation is where it meets the skin of the home. Electrical, gas line AG's interprets where the wire meets the skin of the home. The owner is still responsible for Gas, Electrical and Cable to call these companies to repair their lines. It was requested this be in the minutes.

Jeff Hallerhan said the water and heat tapes is where the question becomes who is responsible. The point to the residents not letting the owner go on the site, it is the negligence of the resident not letting the owner on the proper.

Chris Jee DHCD introduces two paralegals and interns with DHCD.

- **Improper installation:** Tracy Starkey had brought this question up. New installation are they being inspected by HUD inspectors. Building departments are not aware that a licensed HUD inspector are to inspect the homes and the pads. Don't know if owners are aware of these new laws. Jeff said if they belong to the park owner's association they should. It depends on the inspector in each community. Jeff explained how the pads should be poured. They have to haunch the slab. Installers have to be HUD certified, but not the local building inspector. Tracy said there is a proposal for the building inspectors to learn. Local Building inspectors are not aware of the guidelines for manufactured homes. Need to have BBRS look into this. (Building board of regulation standards).

There is an appendix to this and should be a continuing education class. This is a training issue. There are zone specifications for the manufactured homes as to what zone it can be put in. The zone specifications are HUD regulated. The heating systems are designed for each zone. It has to be load calculated at the factory. Should the licensed HUD installer know this? This has to be perused further. Regulations are not keeping up with the sophistication the homes have become.

NMOHA (National Manufactured Homeowners Assoc.) have had discussion with HUD Sandy will get in touch with them and find out.

Tracy suggested we identify the most active towns and inform them what needs to be done. Tracy suggested mailing out a check list of what needs to be done to get the permits. It's becoming no longer affordable housing.

Water under unit cracking and sinking of the pad due to faulty installation is the owner's responsibility, according to the laws.

- **Home Loan Products:** Prosperity Now's conference addressed this issue at conference last year. Still under discussion by the lending institutes.
- **Data Base for units:** Need a registry to register make, model of homes to track. Serial number should be cataloged somewhere. They do it in South Carolina. Present there is no way to register a manufactured home. Look into a state registry. Attleboro has a registry for recording. You can Homestead the homes and record it at the City or Town Hall.

## **OPEN FORUM**

Neal Day asked about who is responsible for the lamp post on the site? Wire comes from residents' home to the lamp post. Who pays for the replacement of the wire? Because of the nature of the problem the owner would have a licensed electrician to repair it. A resident had a question about old pads. What happens if the person says the pad is deteriorating? How does the owner address the pad under the home repaired to regulations today or when it was put in. The pad is not a pad it's a cement strip 6" around the perimeter not under the home. Resident wants it repaired. It isn't structural so the owner is responsible for the land. This isn't a pad it's a piece of concrete around the perimeter of the home it is not under the home. It is 6" in wide all around the home. Is it structural required or not and what does it represent? It is a permanent fixture is it there for ethics? What is its function?

## **NEW BUSINESS**

### **Appointment of a Secretary and Vice Chair**

The DHCD will continue to update the web site and on site. The IT dept does it. DHCD will still send out notices to the BOH and paper. Notices according to the Open Meeting Law.

A motion to appoint Jeff Hallerhan as Vice Chair made by Tracy seconded by ?

All in Favor: no opposed. Motion carries

Tracy made a motion to appoint Kathy Zorotheos as Secretary Jeff Hallerhan second all in favor no opposed. Motion carries

Tracy made a motion to appoint Sandy Overlock as Chair Jeff Hallerhan second all in favor no opposed. Motion carries

Tracy suggested we make amendments to our bylaws. She also asked about our budget, need to check.

Dan Less from AGO mentioned and explained about the Open Meeting Law (OML) training that the AGO will be offering in November, in office and online.

Meetings Dates for 2020 second Tuesday

January 14, Taunton DOT Taunton  
April 14, Chicopee Chicopee Library  
July 14, Plymouth Plymouth Library  
October 13, Worcester Senior Center

Plan for 2020 for the Commission:

Dan suggested that we need to take it up so the Commission knows where it's going for 2020. We now have commissioners that have experience in Owners, Health Dept, and Building regulations. Need to implement checks and balances for the Health Dept and building depts there is no accountability at this point. Tracy suggested that we need a memo on file for these dept. to do their jobs. Dan asked Tracy if she could start something to make everyone aware of the laws for training of these departments. Tracy will check with State inspector about training and target the communities with the most issues. Dan has the list of towns with communities. Need owners to come to the meetings to discuss issues. Jeff is worried about maintaining the affordability of manufactured homes, he is writing a position paper, has contacted Senator Pechco. Jeff stated the development of new sites is very expensive making it not as affordable as it used to be. Jeff will keep us updated. Sandy asked Jeff for information to take to Prosperity Now conference to present for affordable housing issues.

Meeting Adjourned 1:00pm