



MASSACHUSETTS  
MANUFACTURED HOMES  
COMMISSION

ANNUAL REPORT

SEPTEMBER 1, 2019 - AUGUST 31, 2020

Sandra Overlock, Chair

Kathy Zorotheos, Recording Secretary

## **Manufactured Homes Commission**

Massachusetts General Laws, Chapter 6, Section 108, establishes the Manufactured Homes Commission. The five-member Commission is appointed by the Governor with the advice and consent of the Council and must include at least one resident of a manufactured housing community and at least one community owner. Not more than three members shall be of the same political party.

In 2019-2020, the Commission consisted of five members: Sandy Overlock, -Chair, Kathy Zorotheos, - Recording Secretary, -Jeff Hallahan, Vice Chair, -Tracy Sharkey,- Ethan Mascoop . The Attorney General and the Undersecretary of the Department of Housing and Community Development are ex-officio members. The Attorney General's representative to the Commission is Attorney Daniel Less. The representative of the Undersecretary of the Department of Housing and Community Development is Ryan Ambrose, Policy Manger.

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.

In its implementation of this Mission, the Commission:

- 1) Shall identify issues pertaining to manufactured housing communities, the owners of such communities, and the owners of manufactured homes and make recommendations to deal with these issues.
- 2) May receive complaints from owners of manufactured housing communities and manufactured homeowners, and if appropriate, make recommendations for their resolution.
- 3) May develop, with the Department of Housing and Community Development, proposals for specific zoning standards to be applicable to new manufactured housing communities in order to ensure that all such new communities are well designed, attractive and suited to the needs of manufactured homeowners.
- 4) May formulate, with the Department of Housing and Community Development, proposals for local taxation of manufactured homes and home sites so that municipal tax revenues meet the cost of hosting a manufactured housing community; and
- 5) Shall file a report annually with the Governor, the General Court, the Attorney General, and the Department of Housing and Community Development, about the Commission's activities and recommendations, if any, with drafts of legislation required to affect such recommendations.

### **Commission Composition**

No vacancies occurred in 2019-2020.

### **Officer Elections**

Sandy Overlock was elected Chair.

Jeff Hallahan was elected Vice Chair.

Kathy Zorotheos was elected Secretary.

### **Dates and Location of Meetings**

Starting in 2008, the Commission agreed to meet four times annually rather than nine times annually in order to increase public attendance at the meetings by reducing the meeting frequency. This year

was a transition year for the schedule and following were the five public meetings held by the Commission during the past year:

January 14, 2020	Taunton
April 14, 2020	Chicopee
July 14, 2020	Plymouth
October 13, 2020	Worcester

## **Budget**

A total of \$1,500 was dedicated by the Department of Housing and Community Development (DHCD) to the Commission to be used to reimburse travel expenses for Commission members, there were no expenses for travel due to Covid-19.

## **Outreach**

### New webpage for the Commission

In order to make information electronically available to the public about the business of the Commission, a dedicated webpage for the Manufactured Homes Commission was created within the website for the Department of Housing and Community Development. The webpage includes the following information: The Commission's mission and by-laws; Commission membership; previous years' annual reports; meeting minutes; meeting notices and driving directions; a link to the Attorney General's "Guide to Manufactured Housing and Community Law;" and the reports resulting from the 2007-2008 survey of Massachusetts' 351 Boards of Health to catalog all the manufactured home communities in the Commonwealth.

### **Outreach to Massachusetts Boards of Health**

In order to expand outreach, the Commission now provides notice of upcoming meetings to the Boards of Health in the cities/towns contiguous to the next meeting location. Since Boards of Health have jurisdiction over the manufactured home parks in their area and are responsible for the parks' annual licensing, it is important to that they are aware of Commission meetings in their area. The Attorney General's Office has been holding training sessions for the Boards of Health.

## **Inquiries & Complaints Filed with Commission**

### Requests for Information

There were several Park Rules submitted to the Attorney General Manufactured Housing Unit and The Department of Housing and Community Development for review and approval. Added to the web site is a section now for owners to get information. There have been several complaints from Manufactured Housing Communities regarding rent issues and non-compliance with the MA Statutes.

## **Issues Brought to the Commission**

Throughout the year, issues with ownership/responsibility for home oil tanks and water and sewer complaints were discussed by the Commission as well as audience members.

### **Complaint Received by Commission**

- Issues with Board of Health not inspecting communities or going to community before licensing.
- Suburban Village in Pepperell having problems with oil tanks not properly installed.
- Oak Point Middleboro regulations on installing cement pads not followed.
- Leisurewoods, Rockland Hometown not charging same rents.
- Ongoing issues with Board of Health not going into communities and citing violations.
- Oak Point Middleboro case before SJC for different rent rates in the community.
- Suburban Village still issues with Board of Health.
- Leisurewoods, Rockland issues with Hometown America not doing maintenance repairs in the community.
- Complaints from all Hometown communities.
- Questions about Covid-19
- Rocky Knoll, Taunton issues with owners not following MA Statutes.

### **Presentations to the Commission**

Due to Covid-19 the Commission did not meet in person.

### **Other Commission Business**

The Commission is in the process of updated the list below:

#### **2007-2008 Manufactured Homes Parks Survey**

In an effort to get a current and accurate count of the Manufactured Home Parks in Massachusetts, a survey was sent to all 351 Massachusetts Boards of Health. The survey requested the number of parks per town, whether each park is connected to town water and/or sewer, and the contact information of each park owner. The results were compiled, entered into a database, and are now available online in the new Commission webpage as an Excel spreadsheet and as two reports in .pdf format.

The survey identified 251 parks across the Commonwealth located within 106 cities/towns, The number of sites within all the parks is 20,486; this number represents the maximum capacity for individual homes within all Massachusetts parks but not the total number of actual homes in all parks. Thirty (30%) of all towns in the Commonwealth have at least one of these communities located within their borders. The towns with the greatest number of parks include: Wareham (15), Peabody (12), Auburn (9), Chicopee (9), Attleboro (8) and Plymouth (7).

**2021 Meeting Schedule for the Commission will be:**

January 19,2021 Video due to Covid-

April 20,2021 TBA due to Covid

July 20,2021 TBA due to Covid

October 19,2021 TBA due to Covid

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Sandra L. Overlock

Chair, Manufactured Homes Commission

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Kathy Zorothonos

Recording-Secretary, Manufactured Homes Commission

# The Commonwealth of Massachusetts



## Manufactured Home Commission

100 Cambridge Street, Suite 300

Boston, MA 02114

(617) 573-1100

## 2020 Schedule for Manufactured Home Commission

### MEMBERS

Sandra Overlock  
Chair

Mr. Jeffrey Hallahan  
Vice-Chair

Kathy Zorotheos  
Secretary

Tracy Starkey

Ethan Mascoop

Tuesday, January 14, 2020 10:30 AM to 12:30 PM

Mass Highway's District 5 Office

Bruins Training Room (blue training trailer at the rear  
right side of back parking lot of District building)

1000 County Street, Taunton, MA 02780

Tuesday, April 14, 2020 10:30 AM to 12:30 PM

Chicopee Library 449 Front Street

Chicopee, MA

Tuesday July 14, 2020 10:30 AM to 12:30 PM

Plymouth Library, Otto Fellow Room, 123 South Street,  
Plymouth

### EX-OFFICIO MEMBERS

The Attorney General  
Office

Daniel Less, Esq.

Department of Housing &  
Community Development  
Ryan Ambrose, Policy  
Manager

Tuesday October 13, 2020 10:30 AM to 12:30 PM

Worcester Senior Center 128 Providence Street

Worcester, MA

Anyone living in a Manufactured Home Community that has questions about the laws or issues in your community are welcome to bring them before the Commission. All Boards of Health are encouraged to attend.

# The Commonwealth of Massachusetts

## Manufactured Homes Commission

100 Cambridge Street, Suite 300

Boston, MA 02114

(617) 573-1400

### Quarterly Meeting

Tuesday, January 14, 2020 10:30 AM to 12:30 PM

Mass Highway's District 5 Office

Red Sox room in the building or another room

1000 County Street, Taunton, MA 02780

### AGENDA

- 10:30**                    **CALL TO ORDER**  
**Attendance and Introductions**
- 10:35**                    **APPROVAL OF MINIUTES from October**
- 10:40**                    **CORRESPONDENCE/COMMUNICATIONS**  
**No correspondence**
- 10:45**                    **OLD BUSINESS**  
Discussion on who is responsible for point of connection needs clarification and Definition.  
Responsible party for repairs due to improper installation  
Pad damages  
Home inspections and findings.  
Specific contract language about home inspection clause.  
Type of home loan products for manufactured homes.  
State data for units to keep track of locations and owners.
- 12:15**                    **NEW BUSINESS**  
**No New Business**
- 11:00**                    **PUBLIC FORUM**
- 12:30**                    **ADJOURN**

#### **MEMBERS**

**Sandy Overlock, Chair**

**Kathy Zorotheos, Commissioner**

**Jeffery Hallahan, Commissioner**

**Tracy Sharkey, Commissioner**

**Ethan Mascoop, Commissioner**

#### **EX-OFFICIO MEMBERS**

**The Attorney General Office**

**Dan Less**

**Director of Housing & Community**

**Development: Ryan Ambrose**



Manufactured Homes Commission

Minutes of the Tuesday Jan. 14, 2020

Mass. Highway's District 5 Office  
1000 County Street, Taunton Ma. 02780

Red Sox room in blue building  
January 14, 2020 10:30am-12:30pm

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

**In attendance:** Sandra Overlock, Kathy Zorotheos, Tracy Sharkey, Ethan Mascoop, Daniel Less, Esq. from AG office via phone,

**APPROVAL OF MINUTES**

Motion to approve Minutes for July 2019 Minutes by Tracy Sharkey

Seconded: by Kathy Zorotheos

Discussion: Noted that Sandra Overlock prepared the Minutes

All in favor: 3

Abstained: 1

**CORRESPONDENCE/COMMUNICATION**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Tracy Sharkey has communicated with a State Inspector concerning roles and responsibilities as stated in Appendix E. An email will be sent to town Building Inspectors for manufactured home communities in Massachusetts, on how to properly inspect homes and slabs prior to occupancy.

The dates for the MHC were a concern. It was decided that the dates will be the **3rd** Tuesday of the month for the year 2020 .

**PUBLIC FORUM**

The Dept of Public Health has proposed changes to the State Sanitary Codes and is currently at the Governor's office for review. This document will be completed later this year and will be very helpful to manufactured homeowners.

MGL 940 CMR 10 10.05 4B Owners must supply water and sewerage systems in working order and keep them in a sanitary condition.  
The Board of Health (BOH) is responsible for testing water to ensure the water does not endanger residents but not all towns have regulations to follow.



Suburban Village in Pepperell Ma. needs to contact BOH concerning oil tanks that are not properly installed.

Frank Krzywda from Oak Point in Middleboro questioned regulations on installing cement pads. Appendix E of Ma. Building Codes have always regulated the installation but is not being implemented in all towns.

Justin Duff is Mgr. of Easton Mobile Home Park that is under Receivership. Justin is looking for guidance on what his responsibilities are and how to work with both the residents and the Receivership. Sandy advised **Justin** to obtain a copy of the Attorney General Handbook for Manufactured Home Parks that has rules and responsibilities for residents and owners.

Scott Walsh is the President of the Association and he stated that the person handling the Receivership has had experience in this matter.

The rent will have to increase in order to help pay for the **\$3M** repairs to septic, water and roads.

Anna Hautala from Leisure Woods, **Rockland** stated their community is under a rent control contract with HomeTown America (HTA) and that it is about to expire. She says HTA is not taking care of their responsibilities. The complaint is rent keeps going up without any work being done. Sandy explained that the Rent Control Board should be notified. They should also file a complaint with the Attorney General's office.

617-727-2200 ext 2460 Attorney General Office-leave a message  
617-963-2460 direct line to the Manufacturing Housing Unit and Consumer Protection Division.

Stacy said that HTA should be following MGL 940 CMR 10.02 section 8 rules in the Attorney General's Guide in regard to rent increases.

After much discussion it was said that the Board of Health agents need to attend classes that are available for town BOH departments with Dan Less through the Attorney General's Office.

There is Bill #1688 before the State Legislature to benefit veterans. Veterans are entitled to discount on property taxes and are unable to do so when moving into Manufactured home communities and the taxes are included in the rent.

Also Bill #1275 in the House and #815 in the Senate is an Alternative Dispute Resolution Program that will allow residents to file complaints against owners and be heard before the Manufactured Home Commission.

Please call House Representative Kevin Honan at 617-722-2470 or Senator Brendon Crighton at 617-722-1350. Please call and let them know you are in favor of this bill.

## **ANNOUNCEMENTS**

Next Meeting at Chicopee Library on April 14, 2020  
449 Front Street Chicopee, MA 01013-3106

# The Commonwealth of Massachusetts

## Manufactured Homes Commission

100 Cambridge Street, Suite 300

Boston, MA 02114

(617) 573-1400

### Quarterly Meeting

Tuesday, April 21, 2020 10:30 AM to 12:30 PM

Chicopee meeting will be teleconference

Due to coronavirus

### AGENDA

- 10:30**                    **CALL TO ORDER**  
Attendance and Introductions
- 10:35**                    **APPROVAL OF MINIUTES from October**
- 10:40**                    **CORRESPONDENCE/COMMUNICATIONS**  
No correspondence
- 10:45**                    **OLD BUSINES**  
Suburban Village, Pepperell
- 12:15**                    **NEW BUSINES**  
Review annual report  
Position of BOH's  
Getting communications from DHCD and AG  
Park rules, Sale of Community, and Letters from Residents
- 11:00**                    **PUBLIC FORUM**
- 12:30**                    **ADJOURN**

#### **MEMBERS**

**Sandy Overlock, Chair**

**Kathy Zorotheos, Commissioner**

**Jeffery Hallahan, Commissioner**

**Tracy Sharkey, Commissioner**

**Ethan Mascoop, Commissioner**

#### **EX-OFFICIO MEMBERS**

**The Attorney General Office:**

**Attorney Daniel Less**

**Department Housing & Community**

**Development: Ryan Ambross,**

**Policy Development Manager/**

**Legislative Liaison**

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Manufactured Homes Commission  
Minutes of the Tuesday April 21, 2020  
Chicopee Public Library- Cancelled  
449 Front St. Chicopee Ma.  
April 21, 2020 10:30am-12:30pm

Due to Covid-19 - meeting held via phone conference.

**Call to order:** 10:38 a.m.

**In attendance:**

Sandy Overlock	Chair
Jeff Hallahan	Vice Chair
Kathy Zorotheos	Secretary
Tracy Sharkey	Commissioner
Ethan Mascoop	Commissioner
Chris Jee	EX-Officio DHCD,
Daniel Less	EX-Officio AG office
Ryan Ambrose	DHCD

**APPROVAL OF MINUTES**

Motion to approve January 2020 Minutes by Tracy Sharkey

Seconded: by Jeff Hallahan

Discussion: none

All in favor: No opposed. Motion carried.

**CORRESPONDENCE/COMMUNICATION**

**No correspondence**

**OLD BUSINESS**

Suburban Village, Pepperell

They have acquired an attorney so MHC can no longer be of assistance.

**NEW BUSINESS**

Annual report, yearly summation, is supposed to be submitted by Commissioners to Ryan Ambrose at DHCD.

The Commission budget needs to be discussed for future use this year.

Discussion will be postponed to another time, after more research.

Board of Health agents need more communication from the Commission. so they can know about and can join the commission meetings. Dan Less trains BOH agents out in the field and informs them of the Commission meetings. Dan Less and Ethan Mascoop will work together on BOH training.

Sandy Overlock would like communications from DHCD and AG offices to be sent to the MHC in the future. It would only involve information about the sale of a Community.



Tracy Sharkey spoke with Dan Walsh, the Building Commissioner in the DDS, says the code on building permits, points to the Inspection Supervisor as responsible to enforce corrections on code violations on fuel tanks.

Construction documents are required when installing a new manufactured home. That would include slabs under water, poor anchorage would be included on building permit. So that would identify Installers that are not competent to install cement slabs.

Ethan Mascoop attended the meeting at the State House on Jan. 22, 2020 and testified against Bill 2903, for individual water metering in manufactured home communities. The Bill has gone back for more study because of the wording.

7/14/2020 Amended: Discussion: Ethan Mascoop requested April Minutes to reflect his attendance at the State House was not as a Commissioner, but as an interested individual. April minutes have been changed to reflect his request.

### **PUBLIC FORUM**

Oak Point in Middleboro has a case before the SJC for different rent rates for previous renters compared to new residents moving in at a higher rate.

This is discrimination according to the law.

Grover Pillsbury in Suburban Village states that B.O.H. is still inactive regarding problems in the community. Building Dept. inspector has not.

Inspected the problems with pads. Town officials have not been working on these issues. Tracy Sharkey explained steps for Grover Pillsbury to do to get it to a State level.

Leisure Woods in Rockland Ma. is complaining that the property owners, Hometown America, are not keeping up with their Maintenance agreement throughout the common areas in the community. Tracy Sharkey advised the resident to notify the Attorney General's office because Hometown is violating rule CMR-940 Section 10.05. Dan less offered info for online link at [ma.gov/ago/mhu](http://ma.gov/ago/mhu) and can send complaints to the AG office.

### **ANNOUNCEMENTS**

Next meeting on July 14 will be set up as a conference call.

**ADJOURNED 12:30 pm**

# Manufactured Homes Commission

## Minutes of the Tuesday July 14, 2020 Plymouth Senior Center Quarterly Meeting

Due to Covid-19 - meeting held via phone conference

### **Call to order at 10:30am**

**In Attendance:** Sandy Overlock, Jeff Hallerhan, Kathy Zorotheos, Tracy Sharkey, Ethan Mascoop, Chris Jee & Ryan Ambrose Esq. from DHCD, Dan Less from AG office

### **APPROVAL OF MINUTES**

Motion to approve April 2020 minutes by: Jeff Hallerhan

Second by: Tracy Sharkey

Discussion: Ethan Mascoop requested April Minutes to reflect his attendance at the State House was not as a Commissioner, but as an interested individual. April minutes have been changed to reflect his request.

All in favor: 6

Abstained: 1

### **CORRESPONDENCE/COMMUNICATION**

None

### **OLD BUSINESS**

We need to forward budget information to Ryan by October . The Annual Report is supposed to be submitted by Ryan Ambrose of the DHCD in December to the Governor's office.

One expense that could be on the budget is a tape recorder and tapes. Dan Less said he will find a tape recorder and tapes for us to use.

Hometown Communities: There has been no change and still lots of complaints. Cases are not moving in the courts due to Covid-19.

### **NEW BUSINESS**

List of manufactured home communities need to be revised The list from 2008 is outdated. The list needs to consist of the community name, address, owners name and the number of lots. BOH issues license to operate, so they should be of help with the list according to Ethan Mascoop. Jeff Hallerhan explained that the list should also include sub communities within a broader community.



Jeff has a list of communities from the BOH and will forward the list to Sandy. The Attorney General's office has a listing and will put it up on the website as soon as possible. Dan and Ethan will work together to create an accurate and current list.

Point of Connection will be discussed when we can meet in person. Then we will be able to use pictures to explain the point of connection.

#### COVID-19

The State reports cases of Covid-19 in hospitals, and nursing homes but not in Manufactured Home Communities. Ethan Mascop would like to see that changed. Dan Less will work on this, with Ethan before the Fall flu/covid-19 season. Ethan Mascop would like the Commission to send a letter to the Department of Public Health (DPH) Commissioner to have the data of Manufactured Home Communities made public in reports so that they can be supported in a time of need. Dan Less is concerned and interested in having an informal call from the AG office and proceed from there with Ethan.

#### **OPEN FORUM**

Sandy explained to the Wareham Building Dept, that Manufactured Home residents should have to follow the same building codes as homeowners. Sandy also explained that the Commission is here to help his department with any questions they may have.

A MHC resident wanted to know if they could ask the owner for a rebate on their rent because they are unable to use the community center, exercise room and pool. In response to the question, it was said that owners are being hit as well as residents. Residents should work out a plan for next year's lease with the owners.

Rocky Knoll in Taunton wants to create an Association and needs help to do that. Sandy explained that the Manufactured Home Federation can help with forming an Association.

Another resident wants a rent break for not being able to use the community van for shopping malls. It was suggested to call BOH for information. Outreach programs can help pick up prescriptions or food shopping for free. The town has meals on wheels that can also be of help to elders. Prosperity Now is trying to get more funding from the government to help MHC residents with rent.

Due to Covid-19 the offer for training the BOH personnel has not been able to move forward.

HomeTown America unfair and deceptive rent violations are going before the SJC in the Fall.

A resident wanted to know how the Commission is going to forward the list of communities to resident owners and communities to get a copy of the list. The resident also wanted to know if there is any punishment for homeowners and also park owners when they do not take care of their

responsibilities or obligations. Park owners can take residents to court for non payment of rent but not for lack of yard work. Residents can report owners' neglect to the Attorney General's office.

It is being noted that the phone call was very difficult and the Commissioners do not want anything they said to be taken out of context.

Reminder that the October 13 , 2020 meeting will be by phone once again

Motion to adjourn by Tracy Sharky<sup>e</sup>

Seconded: Jeff Hallerhan

All in favor: Unanimous

**ADJOURNED at 12:30**



According to the most recently available data, there are approximately 20,461 manufactured homes sites within the 251 manufactured homes parks in the state of Massachusetts (Mass.gov, 2008). Approximately 0.5% of Massachusetts' population or 34,863 residents live in a manufactured home (Prosperity Now, 2017).

While there has been little research to date on the spread of COVID-19 in manufactured homes communities, research showing higher rates of respiratory diseases among MHC residents (Gan et al., 2017) suggests that members of these communities may be at a higher risk of infection. Additionally, residents of MHCs due to a higher number of pre-existing conditions related to complications with COVID-19, like heart disease and lung disease (Al-Rousan et al., 2015).

No data has been reported from the state of MA on rates of COVID-19 for MHC residents compared to residents living outside of MHC's, so we aimed to determine if MHC residents were at higher risk by contacting Boards of Health and Health Departments across the state. In the two weeks between May 14 and May 29 of 2020, we contacted Boards of Health and/or Health Departments for 87 out of the 106 Massachusetts municipalities that contain one or more MHC to inquire about the number of COVID-19 positive cases within their municipality's MHCs. For each municipality, we called the number listed for the Board of Health, left a message if no answer, and followed up via any email address listed on the BOH website the same day.

Less than half of the 87 municipalities (51) responded in any capacity. Of the 36 agencies that did respond, only 1 provided an exact number of COVID-19 positive cases within manufactured homes in their municipality. The majority of respondents stated that they either could not share the information or that they would look at the addresses of positive cases and get back to us regarding the number in MHCs. Of the 7 municipalities that said they would get back to us, none have responded with a number of cases as of June 19, 2020, despite at least one follow-up by our team. Another several municipalities responded stating that either they were not aware of any cases within their MHCs, and were unwilling to continue the conversation further or search their records for cases with MHCs. Lastly, there were two municipalities where our contact stated that they were aware of multiple cases within a MHC, and that they would get back to us with the exact numbers. As of June 19, 2020, they have not provided us with these numbers, despite multiple attempts at follow-up to retrieve the information.

Other important things to note:

- Several municipalities indicated that they were not tracking the number of cases within manufactured homes, and that finding the numbers would require searching for each MHC's address manually
  - Additionally, some noted doing so was not a priority, and that if they were able to do so that it would take a significant amount of time to report back.
- One municipality's Health Agent indicated that the information would not be able to be retrieved, as their process was to delete addresses of all confirmed COVID-19 cases once treatment was completed.
- Several of the municipalities that were unwilling to provide numbers indicated that they did not believe there was an issue with COVID within their MHCs.

These findings suggest that BOH across MA are not tracking or monitoring the rates of COVID-19 in MHCs. The rates of COVID-19 should be tracked within these communities to determine if risk is higher within these communities, and so that interventions can be created if needed.

References

Al-Rousan, T. M., Rubenstein, L. M., & Wallace, R. B. (2015). Disability levels and correlates among older mobile home dwellers, an NHATS analysis. *Disability and Health Journal*, 8(3), 363–371.  
<https://doi.org/10.1016/j.dhjo.2015.01.002>

Gan, W. Q., Sanderson, W. T., Browning, S. R., & Mannino, D. M. (2017) Different types of housing and respiratory health outcomes. *Preventive Medicine and Environmental Health Faculty Publications*, 47.  
[https://uknowledge.uky.edu/pmeh\\_facpub/47](https://uknowledge.uky.edu/pmeh_facpub/47)

Mass.gov. (2008, September). *MA manufactured homes communities - sorted by town*.  
<https://www.mass.gov/files/documents/2017/09/27/MHCcity.pdf>

Prosperity Now (2017). Massachusetts: Affordable housing need and the role of manufactured housing. *Opportunity Snapshot*.  
[https://prosperitynow.org/sites/default/files/PDFs/Massachusetts\\_Metro\\_Opportunity\\_Data\\_Snapshot\\_Sept2017.pdf](https://prosperitynow.org/sites/default/files/PDFs/Massachusetts_Metro_Opportunity_Data_Snapshot_Sept2017.pdf)

# The Commonwealth of Massachusetts

## Manufactured Homes Commission

100 Cambridge Street, Suite 300

Boston, MA 02114

(617) 573-1400

### Quarterly Meeting

Tuesday, October 13, 2020 10:30 AM to 12:30 PM

Virtual Meeting due to Covid-19

### AGENDA

- 10:30 ✓ **CALL TO ORDER**  
Attendance and Introductions
- 10:35 ✓ **APPROVAL OF MINIUTES from July 2020**
- 10:40 ✓ **CORRESPONDENCE/COMMUNICATIONS**  
No correspondence
- 10:45 **OLD BUSINESS**  
Update old list of manufactured home communities  
Tape recorder?
- 12:15 **NEW BUSINESS**  
No New Business
- 11:00 **PUBLIC FORUM**
- 12:30 **ADJOURN**

#### **MEMBERS**

Sandy Overlock, Chair

Kathy Zorotheos, Commissioner

Jeffery Hallahan, Commissioner

Tracy Sharkey, Commissioner

Ethan Mascoop, Commissioner

#### **EX-OFFICIO MEMBERS**

The Attorney General Office

Dan Less, Esq

Director of Housing & Community

Development: Ryan Ambrose



**Manufactured Homes Commission**  
**Minutes of the Tuesday October 13, 2020**  
**Worcester Senior Center**  
**Quarterly Meeting**

Due to Covid-19 - meeting held via phone conference  
857-327-9245 304 496 354#

**Call to order at 10:42am**

**In Attendance:** Sandy Overlock, Jeff Hallahan, Kathy Zorotheos, Tracy Sharkey,  
Ethan Mascoop, Chris Jee & Ryan Ambrose Esq. from DHCD, Dan Less from AG office

**APPROVAL OF MINUTES**

Motion to approve July 2020 minutes by: Jeff Hallerhan  
Second by: Tracy Sharkey  
All in favor: Unanimous

**CORRESPONDENCE/COMMUNICATION**

None

**OLD BUSINESS**

Update old list of manufactured home communities.  
Ethan Mascoop and students are conducting the survey. Ethan hopes to have some results for the next meeting. Jeff Hallahan will help Ethan with the Wareham communities. The plan is to have an accurate list of communities and offer help with infrastructure.

One expense that could be on the budget is a tape recorder and tapes. Dan Less said he will find a tape recorder and tapes for us to use. He will have them sent to Kathy Zorotheos

**NEW BUSINESS**

None

**OPEN FORUM**

A resident asked if they could approach an owner on their own volition and make an offer. They want to purchase their community before the owner finds an outside interested party.

Sandy recommended that they call Andy Danforth at ROC-USA. Sandy will send them all the information.

**Next year schedule: 3rd Tues. of the month**

January 19, 2021	Taunton Highway
April 20, 2021	Chicopee library
July 20, 2021	Plymouth library
Oct 19, 2021	Worcester Senior center

Reminder that the January 19, 2021 meeting will be by phone once again

Motion to adjourn by Kathy Zorotheos

Seconded: Jeff Hallerhan

All in favor: Unanimous

**ADJOURNED at 11:23**