

City of Perth Amboy Rent Leveling Board  
Reorganization Meeting  
January 16 – 7 p.m.  
Via Zoom

MINUTES

- 1. Call to order:** Chairperson Hubberman, 7:03 pm
- 2. Notice of Meeting:** Chairperson Hubberman
- 3. Pledge of Allegiance**
- 4. Roll Call:** Ms. Dianne Roman, Rent Leveling Board Secretary,

Ren Leveling Board Members (RLB):

Board Member Kowitski	<u>P</u>
Board Member Mackiel	<u>P</u>
Board Member Alternate Morales	<u>P (7:07 pm)</u>
Board Member Rosario	<u>P</u>
Chair Hubberman	<u>P</u>

City Representatives:

JN Strasser, Board Attorney

Edwin Nunez, Office of Housing and Social Services

**5. Reorganization:**

Nomination for Presiding Officer /Chairperson for the RLB 2024

<u>Kowitski</u> : Nominated Miss. Hubberman	<u>Rosario</u>
Moved	Seconded

(No other nomination)

Board Member Kowitski	<u>Y</u>
Board Member Mackiel	<u>Y</u>
Board Member Alternate Morales	<u>Y</u>
Board Member Rosario	<u>Y</u>
Chair Hubberman	<u>Y</u>

Chair Hubberman: thanked-everyone for the honor and duty of serving as Chairperson



Rent Leveling Board Attorney Mr. Strasser: the resolutions will be drafted accordingly  
Close resolution items

<u>Mackiel</u>	<u>Rosario</u>
Moved	Seconded

#### **6. New Business**

Open New Business

<u>Mackiel</u>	<u>Rosario</u>	(Carried Unanimously)
Moved	Seconded	

#### **2024 RLB Meeting calendar**

Chair Hubberman opens discussion about 2024 Rent Leveling Board meeting dates.

Board Member Mackiel: Offered commentary to have RLB special meetings on Wednesdays and requested additional meeting dates to the 2024 RLB calendar.

Board Member Rosario: commented on proposed calendar dates.

Chair Hubberman: Offered comments regarding RLB not meeting on Council meeting dates and remarked on a schedule conflict. Additionally, requested feedback from board members and Rent Leveling Board Secretary Roman regarding hearing requests during the summer months.

Board Member Mackiel: inquired about the RLB Maintenance and Standards resolution communication that was sent to the City Council and Council-decision about extending the 45 day period.

Rent Leveling Board Secretary D. Roman: added commentary regarding council meeting dates and provided the RLB additional feedback about hearing requests during the previous months of June, July, and August.

Board Member Kowitski: added commentary regarding the 90 day summer session break for the RLB and added we are able to have a special meeting if necessary due to the 45 day rule.

Board Member Mackiel: requested adding a RLB meeting in June.

Chair Hubberman: asked for a motion to add a June date that does not pose a schedule conflict.

#### **Motion Adding June 10<sup>th</sup> to the 2024 Proposed RLB meeting calendar**

<u>Mackiel</u>	<u>Kowitski</u>
Moved	Seconded

Board Member Kowitski Y

Board Member Mackiel	<u>Y</u>
Board Member Alternate Morales	<u>Y</u>
Board Member Rosario	<u>Y</u>
Chair Hubberman	<u>Y</u>

**Legislative and Best Practices Sub-committee**

Chair Hubberman: asked Board Member Kowitski to present as the 2<sup>nd</sup> Chair of the Sub-committee

Topics of discussion: rehabilitation and substantial capital improvement.

Board Member Kowitski: highlighted rehabilitation citing several ordinances. Board Member Kowitski read a section of the Orange Township Rent Control ordinance on rehabilitation, notating the subcommittee-had discussed adding a rehabilitation clause to our ordinance.

Chair Hubberman: thanked Board Member Kowitski for the presentation and invited board members for comments.

Chair Hubberman: Added commentary regarding the necessity of updating our ordinance, which was written in the 80's, to help update livable housing standards while also establishing a positive and balanced landlord incentive. Further, a section to address exemption requests to be properly filed under Code Enforcement.

Board Member Rosario: inquired if there are clauses regarding damages caused by the tenant

Board Member Kowitski: responded to Board Member Rosario's inquiry.

**Decontrol Forms**

Added to the Consent:  
163 Chauncey St. 1 A  
213 Hall Avenue

**Motion to Table 695 Sayre Avenue, #28 Decontrol Form due to Missing Information**

<u>Mackiel</u>	<u>Kowitski</u>
Moved	Seconded

Board Member Kowitski	<u>Y</u>
Board Member Mackiel	<u>Y</u>
Board Member Alternate Morales	<u>Y</u>

Board Member Rosario Y  
Chair Hubberman Y

**Motion to Accept Decontrol Forms for 163 Chauncey St. 1 A and 213 Hall Avenue, #4**

Kowitski Rosario  
Moved Seconded

Board Member Kowitski Y  
Board Member Mackiel Y  
Board Member Alternate Morales Y  
Board Member Rosario Y  
Chair Hubberman Y

Close New Business  
Kowitski Rosario (Carried Unanimously)  
Moved Seconded

**7. Old Business**

Open Old Business  
Kowitski Mackiel (Carried Unanimously)  
Moved Seconded

No Old Business

**Close Old Business**  
Kowitski Mackiel (Carried Unanimously)  
Moved Seconded

**8. Communications**

Open Communications  
Kowitski Mackiel (Carried Unanimously)  
Moved Seconded

RLBS Roman – Provided information on communication

12/14 – L. Sanchez: email discussed

12/27 – J. Ipolito: Email replied 12/28 with reference to Rent Control ordinance.

12/28 – Barbara B., Email replied 12/28 with reference to Rent Control ordinance.

Discussion: RE L. Sanchez email, Chair Hubberman requested Board Attorney N Strasser for feedback-and asked for a motion

Motion approving Board Attorney Strasser to draft an email response to L. Sanchez on behalf of the Board.

<u>Mackiel</u>	<u>Rosario</u>
-Moved	Seconded

Board Member Kowitski	<u>Y</u>
Board Member Mackiel	<u>Y</u>
Board Member Alternate Morales	<u>Y</u>
Board Member Rosario	<u>Y</u>
Chair Hubberman	<u>Y</u>

Additional Discussion added to Agenda Items:  
Appellate Court decision on Cande Land 2020, LLC

Chair Hubberman: addressed significance of the decision and for communication to be sent by the RLB attorney regarding our Active Rent Leveling Board to the parties involved in the Cande Land LLC matter.

Board Member Mackiel: provided commentary and highlighted the number of RLB meetings in 2021, 2022, and 2023 and emphasized there has been an active RLB since 2020. Additionally commented on landlords and tenants having the opportunity to request a hearing from the Rent Leveling Board.

Rent Leveling Board Attorney Strasser: provided legal feedback.

Board Member Mackiel provided commentary

Board Member Kowitski: provided commentary on the appellate court decision of Cande Land

RLB Attorney Strasser: addressed further inquiries made by the Board.

Chair Hubberman Called for a motion:

The Rent Leveling Board attorney to draft a letter addressing the RLB's active status to be sent to the parties' attorney of the Cande Land 2020, LLC. Matter.

<u>Mackiel</u>	<u>Kowitski</u>
Moved	Seconded

Board Member Kowitski	<u>Y</u>
Board Member Mackiel	<u>Y</u>
Board Member Alternate -Morales	<u>Y</u>

Board Member Rosario           Y  
Chair Hubberman               Y

Chair Hubberman Called for a motion:

Send correspondence by RLB Secretary to both tenants and landlords in the matter of Cande Land, providing information about the Rent Leveling Board including a copy of RLB pamphlets about our services so that they are informed

Mackiel                               Kowitski  
Moved                                Seconded

Board Member Kowitski           Y  
Board Member Mackiel           Y  
Board Member Alternate -Morales Y  
Board Member Rosario           Y  
Chair Hubberman                Y

Special Announcement

Board Member Kowitski: announced he was recently appointed to serve as Board member for Perth Amboy Redevelopment Agency (PARA) Board Member Kowitski thanked everyone for the collaborative work and that he enjoyed being on the RLB. He formally informed the board that today was his last meeting on the Rent Leveling Board

Chair Hubberman Added commentary of thankfulness for Board Member Kowitski's service to the board and congratulations.

Board Member Alternate Morales: thanked Board Member Kowitski and wished him best of luck.

Board Member Rosario: congratulated Board Member Kowitski and wished him good luck in his new role.

Rent Leveling Board Secretary Roman: thanked Board Member Kowitski on behalf of the City Administration and added commentary of thanks for his services and commitment to the RLB, and extended best wishes.

Close Communications

Kowitski                               Mackiel                       (Carried Unanimously)  
Moved                                Seconded

## 9. Open to the Public

Open Public Portion

Mackiel                               Rosario                       (Carried Unanimously)  
Moved                                Seconded

**Public Member 1: E. Diaz (landlord), Perth Amboy resident,-provided commentary about the professionalism of the RLB and made inquiries which were addressed during the public portion.**

Close Public Portion

Mackiel

Moved

Rosario

Seconded

(Carried Unanimously)

Announcements by Rent Leveling Board Secretary Roman

### **10. Adjournment**

Mackiel

Moved

Kowitzki

Seconded

(Carried Unanimously)

**Meeting adjourned at 8:42 pm**

**Next Rent Leveling Board Meeting: Monday, February 5, 2024 @ 7 pm**