

FAIR LAWN RENT LEVELING BOARD

July 21, 2015

Meeting was called to order by Chairman Aversa at 6:30 p.m.

A statement was read by Acting Chairman Aversa that the meeting complied with the New Jersey Open Public meeting Law.

Present: Michael Aversa, Amy DeBellis, Arlene Glassman, Sharon Metzger, Saul Rochman, Mark Singer and Robert Waxman.

Absent: Michael O'Dea and Anthony Lauro (Alternate Landlord)

Also present: Charles Tregidgo, Esq., Attorney to Board and Marianne Pettineo, Secretary to Board

Correspondence:

Minutes: Upon motion by Amy DeBellis and a second by Saul Rochman, the minutes for the meeting of November 18, 2014 were unanimously approved.

Oath of Office:

Attorney Tregidgo administered the Oath of Office to the Board members.

Applications for Capital Improvements Qualifying for Vacancy Decontrol and Certifications of Completion of Work for Units at Fair Lawn Properties:

Submitted by Fair Lawn Properties, c/o Affiliated Management, Inc., for units at 18-46 Chandler Drive, 14-12 Chandler Drive, 14-13 Chandler Drive, 15-61 Chandler Drive, 14-71 Chandler Drive, 20-49 Carlton Place, 15-41 Chandler Drive and 18-52 Chandler Drive (Applications No. FL01-2015 to FL08-2015 respectively).

Acting Chairperson Aversa turned the meeting over to Acting Vice Chairperson Glassman.

Michael Aversa, a representative of Fair Lawn Properties, presented the applications for discussion and summarized the work to be done, as complete renovations, as set forth on the itemized list for the applications, i.e., new kitchen cabinets, fixtures and appliances, kitchen floor, bathroom fixtures and vanity, plumbing, electrical upgrade, air conditioning unit in living room and bedroom, etc. He also presented the final inspection reports and Certificates of Approval, where applicable, from the Borough approving the plumbing, electrical and building work as follows:

| Address | Assessed Value | Minimum for Capital Imp. | Cost of Improvement | Inspection Approval Date |
|----------------------|----------------|--------------------------|---------------------|--------------------------|
| 18-46 Chandler Drive | \$87,778.00 | \$13,168.00 | \$18,487.00 | 12/8/14 |
| 14-12 Chandler Drive | \$76,815.00 | \$11,522.00 | \$18,504.85 | 12/4/14 |
| 14-13 Chandler Drive | \$76,815.00 | \$11,522.00 | \$18,495.85 | 2/6/15 |
| 15-61 Chandler Drive | \$76,815.00 | \$11,522.00 | \$18,517.00 | 2/11/15 |
| 14-71 Chandler Drive | \$98,762.00 | \$14,814.00 | \$18,142.00 | 4/9/15 |
| 20-49 Carlton Place | \$98,762.00 | \$14,814.00 | \$18,665.00 | 12/10/14 |
| 15-41 Chandler Drive | \$76,815.00 | \$11,522.00 | \$18,482.00 | 10/10/14 |
| 18-52 Chandler Drive | \$87,778.00 | \$13,168.00 | \$18,132.00 | 8/21/14 |

Upon review of the applications, inspection certificates, bills and certification of completion of work for the subject units at Fair Lawn Properties referenced above, a motion was made by Saul Rochman and seconded by Mark Singer to accept the applications, as the work performed qualified as capital improvements, and to accept the certification of completion of work that the renovations have been completed and accepted by Board for vacancy decontrol, and the new rent shall be retroactive to the date of the final inspections as specified. Motion carried, with Michael Aversa abstaining.

Applications for Capital Improvements Qualifying for Vacancy Decontrol and Certifications of Completion of Work for Units at Hollow Run:

Submitted by Hollow Run, c/o Affiliated Management, Inc., for 13-24B Sperber Road (Application No. HR01-2015).

Michael Aversa, a representative of Hollow Run, presented the applications for discussion and summarized the work to be done as set forth on the itemized list for the applications, i.e., new kitchen cabinets, fixtures and appliances, kitchen floor, bathroom fixtures and vanity, plumbing, electrical upgrade, air conditioning unit in living room and bedroom, etc. He also presented the final inspection reports from the Borough approving the plumbing, electrical and building work as follows:

| Address | Assessed Value | Minimum for Capital Imp. | Cost of Improvement | Inspection Approval Date |
|---------------------|----------------|--------------------------|---------------------|--------------------------|
| 13-24B Sperber Road | \$64,158.00 | \$9,624.00 | \$18,437.70 | 11/24/14 |

Upon review of the applications, inspection certificates, bills and certification of completion of work for the subject units at Hollow Run referenced above, a motion was made by Amy DeBellis and seconded by Sharon Metzger to accept the applications, as the work performed qualified as capital improvements, and to accept the certification of completion of work that the renovations have been completed and accepted by Board for vacancy decontrol, and the new rent shall be retroactive to the date of the final inspections as specified. Motion carried, with Michael Aversa abstaining.

The meeting was turned back over to Acting Chairman Aversa.

Meeting Dates for 2016:

Secretary Pettineo stated that the Borough Manager has proposed having the Open Space Committee meet five times a year beginning in February. She felt a similar meeting schedule would be conducive to the Rent Leveling Board, since they had cancelled three January meetings in the past five years. The schedule also avoided meeting during the summer months, when members may be away on vacation. She also prepared a traditional schedule with six meeting dates.

Member DeBellis thought it was a good idea to schedule five meetings, but wondered if such a schedule would negatively affect the Landlord representatives. Acting Chairman Aversa stated that it would not. They had at one point discussed meeting quarterly, but Member Glassman preferred six meetings per year, which is not working out. Member Glassman stated that the Rent Leveling Board is an official Board, similar to the Planning and Zoning Boards. Even though they have cancelled meetings in January due to the weather, she felt strongly that the first meeting should still be scheduled in January and if necessary, use the provision to cancel it. It should be on record that a meeting was scheduled, as the Board is there to represent the public.

Secretary Pettineo explained she was asking the Board to decide on meeting dates now because she needed to submit the information for the Borough calendar. Acting Chairman Aversa asked Acting Vice Chairperson Glassman if she would prefer meeting quarterly. Member Glassman stated that she would not. She recalled the Board discussing this issue several years ago and as a compromise, they decided to meet every other month. Secretary Pettineo clarified that at that time, the Borough had instructed all Boards/committees with paid consultants to reduce their meeting schedule to every other month due to a cut in State aid. The only Boards that were exempt were the Planning and Zoning Boards.

Member DeBellis asked if they could call a meeting if there was a member of the public that needed something addressed. Attorney Tregidgo confirmed that the Board has the right to call a special meeting. Member DeBellis stated that since a reduced meeting schedule does not adversely affect the Landlord representatives and any issues coming forward from the public could be addressed by scheduling a meeting, she felt the Board should meet quarterly. Member Metzger agreed.

Member Glassman reiterated her feelings that the Manager's recommendation was geared toward a committee, while the Rent Leveling Board is an official

body of the Borough. The two should not be compared. Secretary Pettineo stated that she only used that scenario as an example of alternate meeting dates.

After further discussion, upon motion by Saul Rochman and a second by Mark Singer, it was unanimously agreed that the Rent Leveling Board will meet five times per year in 2016 on the following dates: February 23rd, April 19th, June 21st, September 20th and November 15th.

Old Business:

There was no old business.

Public Comments:

There were no comments from the public.

New Business:

There was no new business.

There being no further business coming before the Board, upon motion by Sharon Metzger and a second by Saul Rochman, it was unanimously agreed to adjourn the meeting at 6:55 p.m.



Marianne Pettineo
Secretary to Board