I. **PUBLIC ANNOUNCEMENT (OPEN PUBLIC MEETING ACT)**
Meeting called to order at 7:00 pm by Maria Cody, read Public Announcement.

**ROLL CALL**

<table>
<thead>
<tr>
<th>MEMBER:</th>
<th>PRESENT</th>
<th>ABSENT</th>
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<tbody>
<tr>
<td>Wendy Stellatella</td>
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<tr>
<td>Carmen Lopez</td>
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<td>Barbara Blackwell</td>
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<td>Brendan Kaplan</td>
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<td>Tiffany Gathright</td>
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<td>Brandon Espana</td>
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<td>Margaret Ovando</td>
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Announcement of Re-organization of Board

II. **SALUTE TO THE FLAG**

III. **APPROVAL OF MINUTES: October 24, 2017**

IV. Motion to approve **October 24, 2017** minutes—Motion by Margret Ovado and Second Motion by Wendy Stellatella, ALL IN FAVOR

V. **REVIEW OF RENT CONTROL ACTIVITIES THRU February 23, 2018**

- Maria Cody provided everyone with a summary of the rent control activity up to the meeting day.
- As of 10/20/2017 there were $280,025.00 @ in Rental Registration Fees @ $25/per unit: 11,201 units.
- Total 2016 registrations fees are $6125.00
- YTD total fees collected are $292,850.00 (all monies that rent control has taken in, which includes late fees, rent certifications and occupancy exemptions.)
- Total number of properties registered for 2017 as of 10/20/2017 is 3665

VI. **Communications and REPORTS:**

Notice to Board Members to file, Disclosures as advised, by city clerk, No updates for complaints of 37 High St. as tenant has Withdrawn complaint.

Presentation by Unity Square: James Debore,

James provided testimony of tenants who had filed complaints regarding paying rents and receiving no proof of that rent paid. Having no proof of such rent paid the tenant was not able to have a strong case regarding standards of service and, rent increases and potential health hazards and security deposit issues that arose. The landlord can potentially claim there was no rent paid. Additionally there is an issue also with foreclosed properties and accurate recording of rent. Unity square has had 26 case this year relevant to proof of rent and only 7 of those cases were in possession of receipts provided by the landlord. The board had a question and answer session regarding the presentation of the new ordinance before city council for landlords to mandatorily provide rent receipts.

VII. **Re-Organization OF MEMBERS Nominations.**
Nominations of Chairperson;
Motion to Nominate Wendy, Motion by Margret Ovando, second Brendan All in Favor
Motion to vote Co-chairperson, Barbara Blackwell, Second, Madame Chair to resume meeting, Appoint James Harding, to Board Brendan Second, all in favor,

VII. New Business:
Complaint Number: 2017-35
Background given on tenant complaint by James Harding, Rent is $1,473.68, I would like to advised the board that this complaint is separate from the previous complaint filed by the same tent. The complaint is standard for service. We will hear testimony from Inspector Jermaine Dixon from the department of Housing and Inspections. Mr. Dixon provided testimony of his Inspection and the violations issued. 5 violations have been abated, the landlord has not has scheduled her 3 year Inspection. A gas stove was brought in September but was connected improperly, and the tenant has not had use or inspection of the stove yet. The basement remains locked and cannot be inspected. Tenant provided testimony, starting with intermittent heat, non-working stove since delivery, access to basement, radiators, water issues in the kitchen, electrical lighting problems, as well scheduling conflict issues with the landlord.
Landlord provided testimony: Landlord did not submit any documents prior to the hearing, she reported that the Inspector did not give testimony correctly and reported the stove was a vendor issue and not a tenant standard of service issue. She addressed the scheduling conflicts and ongoing repairs at the rental property. The discrepancy in days of no heat was addressed and a period of 12 days was disputed. The board discussed testimony and reached a motion in favor of the tenant. Maria Recommended that Board address the radiator and PSEG issue, since no credit was issued
Motion As follows:
Having considered the facts and the evidence presented by the tenant and the landlord the rent control board finds violations for bathrooms, light wiring, painting, sheetrock, heat for specific days, 13 of them 12-17 through 12-29, cold water in the kitchen, stove not working, for 6 months, at various percentages set forth in the previous resolution as well as 15 % for heat,1 % for cold water, and 10 % for stove for a total of credit of $1,776.38. Credit due tenant divided into 4 instalments of $444.09 consisting of a reduction in rent beginning April 1, and continuing for 4 months.
Second: Margret Ovando
Roll Call: All in Favor.
Resolution to be approved at next hearing.

IX. Review of Updated Calendar and contact list with Board members contacts.
Motion to approve: Wendy Stellatela, Second, Margret Ovando
All in FAVOR

Motion for Adjournment: Wendy Stellatela, Second, Margret Ovando
(ALL IN FAVOR)
At 11:40 PM

ADJOURNMENT
FUTURE MEETING SCHEDULE – Tuesday March 22, 2017