

Minutes

Remote Rent Board Meeting - Held Via Zoom
Wednesday, December 22, 2021

Start time: 5:01

II. Roll Call - 00:00:26

Austin Sims, Homeowner, District 5 - Chair
Barbara Vestal, Landlord, At-Large - Vice Chair
Christopher "Buddy" Moore, Tenant, District 1
Elliott Simpson, Tenant, District 3
Ian McCracken, Landlord, District 4
Elias Kann, Tenant, At-Large

There is one vacancy within the Board, so there are only 6 Board members until filled.

Staff present:

Anne Torregrossa, Corporation Counsel
Katlyn Sawyer, Licensing & Registration Coordinator
Zachary Lenhert, Licensing & Housing Safety Manager
Jessica Hanscombe, Permitting & Inspections Director

III. Minutes - 00:01:09

The Chair had one suggestion for Agenda Item VI, Section B in the second to last line "which could be taken now without the 10% cap per year". The 10% cap is not waived, the number that the Board decided on came under the 10% cap. To wordsmith the line with "which can be taken all at once"

The Chair moved to accept the minutes with the one change mentioned above, seconded by the Vice Chair. Vote: 6-0

IV. Communications - 00:03:05

A. Memorandum from Ian McCracken - Re: 12/1/21 Rent Board Decision on 18 Casco Street

No additional comments were made

B. Written Public Comment

No written public comment was received

The Chair advised the Board and the public that the applicant for Agenda Item VI, Section A has contacted the Housing Safety office and requested to withdraw her application for the Rent Board meeting tonight and to reapply for the next meeting in January. So there will be no items under New Business for tonight's meeting

V. Unfinished Business - 00:04:26

A. Rent Increase Application - Public Comment

Landlord: Paul Taylor

Property Address: 44 Sawyer Street, Unit 1

CBL: 138-A-010-001

Type of Increase: Capital Improvement Costs

This application was resubmitted from the previous Rent Board meeting on 12/1/2021, for a different rent increase request.

There are no objectors and no tenants have spoken as the unit is vacant.

No public comment was taken.

The Board found that the applicant has expended approximately \$8,000 in materials and has spent approximately 646 hours of his own labor in renovating the unit. The prevailing wage rate is \$28.82 per hour which brings the total cost to \$18,617. The appropriate amortization schedule would be five years; so the costs of materials plus labor would result in a rent increase of \$443.63 per month. The rent increase will be subject to the 10% cap for annual rent increases.

The Vice Chair moved the above proposal to a motion, seconded by Ian McCracken. Vote: 6-0.

VI. New Business - 00:47:51

A. Rent Increase Application - Public Comment

Landlord: Anita Dore

Property Address: 69 Woodmont Street, Unit 1 & Unit 2

CBL: 080-H-010-001

Type of Increase: Capital Improvement Costs & Increased Housing Service Costs

As the Chair had discussed during the Communications agenda item earlier in the meeting, the applicant has requested this application be withdrawn from tonight's meeting and will reapply for the January meeting.

B. Update and Discussion - New Process for Drafting and Approving Rent Board Decisions

The Chair advised that this will be the last meeting for Anne Torregrossa as Corporation Counsel since she has accepted a new position within the City. Jen Thompson will fill in until someone new has been hired in Anne's place, and that one of the paralegals will prepare the decision

forms ahead of time for future Board meetings. However, a Board member will be responsible for filling in the findings of the Board.

The Board agreed that a rotation system would be best, so that each month a different member would be responsible for this role, excluding the Chair and Vice Chair from this rotation.

The vacant spot for a seventh Board member should be filled for the next Rent Board meeting in January.

The Chair will set the rotation and send the list to the Housing Safety office.

00:59:58 - The Board returns to the Decision Forms presented by Anne Torregrossa for any suggested edits and a vote

There was only one decision form; for 44 Sawyer Street with some minor edits. Vote: 6-0

The Board did recommend that in the future, landlords should track their own labor in writing, detailing what work was done, contemporaneous with performing that labor, and provide those records to the Board in support of their application.

VII. Adjourn - 01:11:28

Meeting end time: 6:13pm