

**RENT LEVELING BOARD REGULAR MEETING MINUTES**  
**MANCHESTER TOWNSHIP**  
January 29th, 2026  
5:19 PM

**1. CALL TO ORDER CHAIRMAN’S STATEMENT READ BY CHAIRMAN KERSTEIN:**

Good evening and welcome to the Manchester Township Rent Leveling Board Meeting, being held here at the municipal building, 1 Colonial Drive on January 29th, 2026, at 5 pm. this meeting is quasi-judicial proceeding. Any questions or comments must be limited to issues that are relevant to what the board may legally consider in reaching a decision, and decorum appropriate to such a meeting must be maintained at all times. Any yelling, talking over each other and/or vulgar language will not be tolerated. This meeting shall end at 7pm unless the majority of the board agrees to continue.

**2. SALUTE THE FLAG:** A salute to the flag was given with the Pledge of Allegiance.

**3. SUNSHINE LAW STATEMENT READ BY SECRETARY DONOVAN:**

Adequate notice of this meeting was provided in accordance with The Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231. Said notice was advertised in The Asbury Park Press, Star Ledger, and posted on our township website.

**4. ROLL CALL:**

Mr. Andrew Kerstein	Chairman	Present
Mr. Mark Kasiewniak	Vice Chairman	Present
Mr. Brad Cranmer	Member	Absent
Ms. Nina Charlton	Member	Present
Ms. Chris Ciampa	Member	Present
Ms. Diane Oresto	Alternate Member	Present
Ms. Kim Kavanagh	Alternate Member	Absent

Board Attorney- Debra Rumpf Present

Board Accountant- Carmen Memoli Absent

**5. MINUTES-** Review and Approval of December 18th Meeting Minutes

Mr. Kerstein stated the December 18<sup>th</sup> meeting minutes were previously distributed and asked for a motion to be made.

Ms. Charlton made a motion to approve December 18<sup>th</sup> meeting minutes, Mr. Kasiewniak seconded the motion.

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – absent, Ms. Charlton-yes, Ms. Ciampa - yes

All in favor, none opposed  
Motion Carried

**6. BILLS-** None

**7. NOTICES-** Mr. Kerstein stated the notices have been received and distributed.

**9. PUBLIC COMMENTS-**

Mr. Kerstein opened the floor up for public comment.

Ms. Rumpf thanked the Board for her reappointment and stated she appreciated the commitment this Board has.

Mr. Kerstein asked for a motion to close public comments.

Mr. Kasiewniak made a motion to close public comments, Ms. Charlton seconded the motion

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – absent, Ms. Charlton-yes, Ms. Ciampa - yes

All in favor, none opposed  
Motion Carried

**10. ADJOURNMENT-**

Mr. Kerstein made a motion to adjourn, Ms. Charlton seconded the motion

Roll Call: Mr. Kerstein – yes, Mr. Kasiewniak – yes, Mr. Cranmer – absent, Ms. Charlton-yes, Ms. Ciampa - yes

All in favor, none opposed  
Motion Carried

**End 5:30**

**Meeting minutes prepared by:  
Brenda Donovan, Board Secretary**