APPROVED MINUTES
PORT JERVIS COMMUNITY DEVELOPMENT AGENCY
(PJCDA)
MEETING MINUTES
Wednesday, September 23, 2026

ROLL CALL:
The PJCDA board met on Wednesday, September 23, 2026, at Port Jervis City Hall, 20 Hammond Street, Council Chambers, Port Jervis, NY 12771. The meeting called to order by Chairwoman, Kristin Trovei at 7:04 PM.

Per roll call, the following members were present:
Kristin Trovei, Chairwoman
John Russell, Vice - Chairman
Michael Talmadge, Treasurer
Jacqueline Dennison, Council Liaison
Colin O'Connell, Member

Absent:
Jeffrey Rhoades, Secretary

Also present were:
Valerie Maginsky, Executive Director
Nora Goetz, Section 8 Administrator
Matthew Witherow, Esq.

Members of the Public:
1st Ward Council Member, Jason Vicchiarello

READING/APPROVAL OF MINUTES
August 26, 2026, meeting minutes were reviewed, and they were approved:
Motion: Mr. Russell 2nd: Mr. O'Connell All Others in Favor

FINANCIALS
A. Administrative Bills
E.D. Maginsky reviewed the estimated administrative bills in the amount of $27,798.65. The current administrative balance is $990,483.61. A motion was made to approve payment of the bills in the estimated amount of $27,798.65.
Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

B. Monthly Financial Report
All bills received have been paid accordingly.
Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

SECTION 8 AND DIRECTOR'S REPORT
Section 8 administrator Goetz presented the September Section 8 report for review and comment. The report was approved. Leased HCV: 184, Leased Mainstream: 31, Termination :2, Pending Termination:1, New Contract: 3. HAP, Mainstream, FSS Payments: $198,103.00. Admin received: $27,840.00. Eligible waitlist: 517 families. There are 11 families to be briefed in October. Zoom meeting was held to explore VASH vouchers. Zoom meeting with new software company, PHA Web. They are on track to be in place before the current contract with MRI Happy expires in February 2027.
Motion: Mr. O'Connell 2nd: Mr. Talmadge All Others in Favor

Administrator Goetz presented a resolution to adjust Fair Market Rents beginning in November 2026. Approved:
Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

E.D. Maginsky presented the Director's September report which included Grant, Project, Communications and Administrative updates. Approved:
Motion: Mr. O'Connell 2nd: Ms. Dennison All Others in Favor

COMMUNICATIONS:

9/9/26 – OC Partnership Fall event – Paramount, Middletown
9/16/26 – Vision Hudson Valley annual conference, 2-seats reserved - PA Howard also attended
9/17/26 – attended Mayors' Roundtable meeting/PA Howard attended the virtual OC Climate meeting hosted by the Hudson Valley (HVRC).
9/18/26 – toured OC Partnership staff and collected photos for the 10/6/26 breakfast
9/29/26 – six CDA reps plan to attend the 9/29/26 OCATVC meeting at the Erie in Port Jervis
9/30/26 – 10/2/26 – Upcoming Rural Housing conference in Albany
10/6/26 – OC Partnership Breakfast – The Barn at Villa Venezia - $75.00 per seat – four paid tickets have been reserved. As an awardee, E.D. Maginsky's ticket is gratis.
10/16/2026 – OC Economic Summit in Middletown
10/27/2026 – HV Pattern for Progress Housing conference in Poughkeepsie

OLD BUSINESS:

FY 2014 Housing NOFA - AHC – no change
NYS DEC WQIP - Land Acquisition – NYS Funding – Follow up on signage by E.D. Maginsky. Remining balance of grant monies not used will be returned to NY state.
DRI-Jersey Ave – MHE hired a landscape engineer.
DRI - Riverside Park – RFP open. 10 firms came for the walkthrough. Bids will be opened October 8, 2026. Forty RFPs were requested.
DRI - Small Projects Fund – Five applications received. All approved by HCR. SHPO in process by P.A. Howard.
DRI – Branding & Marketing – Discussions are continuing.
RISC Technical Assistance Grants – Engineer James M. Farr overseeing engineer selection for this project. City BAN is allocated to pay for Stage 2 engineering. A monthlong RHC monitoring of the project was initiated on 9/23/26.
DWSP2 – No Change.
FEMA Assistance to Firefighters Grant (AFG) – Federal – Reimbursement paperwork in process.
RESTORE Round 8 – In process.
CPF – (Community Project Funding) – Fire Engine. Contract paperwork submitted.
NYS HCR CDBG PI 2024 –WFP - TAM – beginning work on the water filtration plant.
NYS ESD – County Infrastructure Grant - WFP- No change.
Federal Railroad Elimination Grant (RCE) Track 1 – Moving onto subtasks. The Stakeholder Plan was approved.
Federal Railroad Elimination Grant (RCE) Track 2 & 3 –RCE II Grant submitted June 2026 – notice pending.
2025 CFA – NYS CFA DOS Brownfield Opportunity Area (BOA) – NYS contract under review. Meetings continue. Committee being formed.
2025-2026 NYS DHSES – PJFD Recruitment & Retention – Waiting on renovations.
2025 NYS Volunteer Fire Capacity Grant App. – Notice Pending.
CPF – (Community Project Funding) – DPW Garage. Awaiting update.
RISC2 – Infrastructure Grant app for Barcelow and Owen's stormwater rehabilitation. Application submitted 8/3/2026. Notice Pending
CFA – Application to renew the city's Comprehensive Plan was submitted 7/30/2026. Notice pending.

PJFD – Centralized Firehouse Project – Final review in process.

NEW BUSINESS:
None

PUBLIC COMMENT:
1st Ward Council Member, Jason Vicchiarello – Some requests for zone changes. Public hearing upcoming. Bond discussions are forthcoming. OC Legislator Faggione resigned and was replaced by Lisa Randazzo-Misczuk. The City's 2027 Budget in process. Progress has been made to several buildings within the city (Aliton's, Krauss building).

EXECUTIVE SESSION:
A motion was made to go into Executive Session at 7:28 PM.
Motion: Mr. Talmadge 2nd: Ms. Dennison All Others in Favor

A motion was made to come out of Executive Session at 8:00 PM.
Motion: Mr. O'Connell 2nd: Ms. Dennison All Others in Favor

As a Result of the Executive Session:
A motion to approve 2027 PJCDA health insurance buyouts at the 2026 levels was approved.
Motion: Mr. O'Connell 2nd: Mr. Talmadge All Others in Favor

NEXT MEETING:
The regularly scheduled October meeting of the PJCDA Board of Directors has been moved to November 2, 2026, at 7:00 p.m. at Port Jervis Youth and Community Center, 2nd Floor, 134 Pike St., Port Jervis, NY 12771. With prior notification to the PJCDA by telephone: 845-858-4024, or email to: Director@PJCDA.org, ADA access is available. The regular November board meeting is tentatively scheduled for November 24, 2026.

ADJOURNMENT:
There being no further business in front of the Board, the meeting was adjourned at 8:01 PM.
Motion: Mr. O'Connell 2nd: Mr. Russell All Others in Favor