

**APPROVED MINUTES**  
**PORT JERVIS COMMUNITY DEVELOPMENT AGENCY**  
**(PJCD A)**  
**MEETING MINUTES**  
**Wednesday, October 22, 2025**

**ROLL CALL:**

The PJCD A board met on October 22, 2025. The meeting called to order by Chairwoman Trovei at 7:00 PM at the Youth and Community Center, 134 Pike St., 2<sup>nd</sup> floor, Port Jervis, NY 12771.

Per roll call, the following members were present:

Kristin Trovei, Chairwoman  
Michael Talmage, Treasurer  
Jeffrey Rhoades, Secretary (7:36 p.m.)  
Jacqueline Dennison, Council Liaison  
Colin O'Connell, Member

Absent:

John Russell, Vice-Chairman

Also present were:

Matthew Witherow, Esq.  
Valerie Maginsky, Executive Director  
Nora Goetz, Section 8 Administrator

Members of the Public:

No one from the public was present

**READING/APPROVAL OF MINUTES**

The September 24, 2025, meeting minutes were reviewed, and they were approved:

Motion: Mr. Talmadge                      2<sup>nd</sup>: Mr. O'Connell                      All Others in Favor

**FINANCIALS**

**A. Administrative Bills**

E.D. Maginsky reviewed the estimated administrative bills in the amount of \$30,982.92. The current administrative balance is \$907,934.03. A motion was made to approve payment of the bills in the estimated amount of \$30,982.92.

Motion: Mr. Talmadge                      2<sup>nd</sup>: Mr. O'Connell                      All Others in Favor

**B. Monthly Financial Report**

With the exception of three due-to-from items, all bills received have been paid accordingly.

Motion: Mr. Talmadge                      2<sup>nd</sup>: Mr. O'Connell                      All Others in Favor

**SECTION 8 AND DIRECTOR'S REPORT**

S8 Administrator Goetz presented the October 2025 Section 8 report for review and comment. Leased HCV: 195, Leased Mainstream: 31. HAP, Mainstream, FSS Payments: \$216,291.00. Total Admin received: \$37,941.00. Eligible waitlist after the annual purge: 168 families. The 2024 single audit continues. HUD announced that the NSPIRE-V implementation has been moved from 10/1/25 to 2/1/27.

Purchase of MRI utility chart purchase for \$746 was approved.

Motion: Mr. Talmadge                      2<sup>nd</sup>: Mr. O'Connell                      All Others in Favor

E.D. Maginsky presented the Director's October 2025 report which included Grant, Project, Communications and Administrative updates. With a correction from the Riverside DRI project to Jersey Ave. for upcoming RFP publication, the Director's report was approved:

Motion: Mr. Talmadge                      2<sup>nd</sup>: Ms. Dennison                      All Others in Favor

### **COMMUNICATIONS:**

9/18/25 – CCE Resilient Communities Program Advisory Meeting, Meeting with Access 23, Community Resilience Meeting, 9/26/25 – OCED Conference – Paramount, Middletown, 9/28/25 – Fall Foliage Festival, 9/30/25 – OCATVC – at The Erie, Port Jervis, 10/2/25 – Community Resilience Advisory – CCE, Community Resilience Walking Tour with O&R/Con Ed, CCE & OSI, Community Resilience Meeting, 10/7/25 – OCP Investor Breakfast, Complimentary tickets, Wallkill, NY/Zoom with Susan Landried/NYS DOS Planning re: DRI/, 10/8/25 – Dept. Head meeting, 10/10/25 – Zoom with Congressman Ryan, over 65 attendees, 10/15/25 – Administrator Goetz attended Council of Community Agencies – Port Jervis, 10/21/25 - OCP Fall Quarterly, Newburgh Brewing Company.

### **OLD BUSINESS:**

NYS DEC WQIP - Land Acquisition – NYS Funding - Latini: Document review proceeding with NYS DEC.

Conservation easement language has been agreed upon. Final document review will lead to a closing date.

NYS DRI - Awarded 2/21/23 - \$10M – NYS Funding – Expenditures and RFP of the Jersey Ave project were discussed.

RISC Technical Assistance Grants – Federal Ida funds distributed to NYS - With Eng. Farr, Met with HCR on 10/7/25. Quarterly Progress due on 10/10/25 was submitted and accepted. MWBE paperwork and invoice cover letter were provided by Ramboll enabling payment submission to HCR to proceed. Meeting with Ramboll to be scheduled.

NYS DEC Technical Assistance Grant – NYS Funding - Drinking Water Source Protection Plan (DWSP2) – awaiting the plan review by NYS DEC which has a backlog, and which most probably will not be completed until late summer.

FEMA Assistance to Firefighters Grant (AFG) – Federal – received an email notice of award of on 9/24/25 for \$ 533,087.61 for SCBAs. The PJCC accepted the award on 9/14/25 however, the FEMA website on which the award acceptance would be submitted is closed due to the federal government shut down. Received notice that deadline has been moved into November. A press release regarding the award was written and provided to the Mayor's office.

ESD RESTORE Round 8 – the developer is working on SHPO requests.

PJFD Applications towards Fire truck purchase assistance: Community Project Funding (CPF) – Federal Funding - Congressman Patrick K. Ryan — The grant for \$825k is once again on the Congressional budget consideration for 2026.

Water Filtration Plant - NYS HCR CDBG PI 2024 – Received the Release of Funds notice from NYS HCR. Section 3 and Labor Reports were submitted.

Water Filtration Plant - NYS ESD – County Infrastructure Grant for \$1M for– grant was awarded to OC. Awaiting update.

Federal Railroad Elimination Grant (RCE) – Pedestrian crossing at Fowler and 4<sup>th</sup> - A progress report meeting on 10/7/25 was held with FRA, Port Jervis and Colliers. A progress meeting with Colliers to also review upcoming progress reports is scheduled for 10/21/25.

The Upper Delaware River (UDR) Network Action Agenda - Attended the 10/15/25 full day session of the 2025 Rendezvous at the Villa Roma in Callicoon. Federal representatives from DEC, etc. did not attend. Sessions were adjusted accordingly. E.D. Maginsky attended sessions on the 1) DRBC's Water Resources Resilience Plan – PHASE 1 public comment closes on 11/1/25 (go to: <https://tinyurl.com/DRBCCommentCard>) , 2) DRBC River master Amy McHugh (video) and NYSDEP Flexible Flow Management Program (FFMP – Brett Gotosh), 3) Knotweed Management for Homeowners (cut it down repeatedly in June 1<sup>st</sup>, July 1st and August 1<sup>st</sup>. No effective biological

solutions have yet been developed. Dependent upon denseness of the knotweed plants, injection of weed killer works well but may exceed homeowner chemical application guidelines, thereby moving the application to expensive commercial application. Courses in invasive species and control/mitigation are available by John Thompson. CRISP Director, 4) Syracuse University Environmental Finance Center – free assistance in training of water workforce, personnel work studies, review of municipal sewer and water systems, grant assistance, 5) UDRN projects including the O&W Trail - 27 segment miles of the 50-mile total Sullivan County section have been acquired.

**NEW BUSINESS:**

Upper Delaware River Network Steering Committee Representation – approved by the PJCC on 10/14/25 - Valerie Maginsky, primary rep., Mayor Dominic Cicalese, secondary

**PUBLIC COMMENT:**

None Present

**EXECUTIVE SESSION:**

A motion was made to go into Executive Session at 7:18 PM.

Motion: Mr. O’Connell                      2<sup>nd</sup>: Mr. Talmadge                      All Others in Favor

A motion was made to come out of Executive Session at 8:01 PM.

Motion: Mr. O’Connell                      2<sup>nd</sup>: Mr. Rhoades                      All Others in Favor

No actions were taken as a result of Executive Session.

**NEXT MEETING:**

The next meeting of the PJCDA Board of Directors is currently scheduled for November 19, 2025, at 7:00 p.m. at the Youth and Community Center, 2<sup>nd</sup> 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.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:02 p.m.

Motion: Mr. Talmadge                      2<sup>nd</sup>: Mr. Rhoades                      All Others in Favor