

**CODE COMMITTEE**  
City of Port Jervis  
Common Council Chambers  
**Minutes – Wednesday, June 5<sup>th</sup>, 2019 – 6:00pm**

**Lisa Randazzo**  
Committee Chairman

**Jim Farr**  
Building Official

**Kristin Trovei**  
**David Bavoso**  
**Stanley Siegel**  
Committee Members

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Pledge of Allegiance:

Roll Call: Mrs. Randazzo – Mrs. Trovei – Mr. Belcher - Mr. Bavoso – Mrs. Mann – Mr. Farr – Ms. Maginsky

Absent: Mr. Siegel

**Public Comment:** No public comment.

Motion by Mr. Bavoso, seconded by Mr. Trovei to approve May 2019 Code Committee meeting minutes.

AYE: 5 ABSENT: 1 (Mr. Siegel) NAY: 0 ABSTAIN: 0 CARRIED

Ms. Maginsky and Mark Thielking, via conference call, presented Energize NY Open C-PACE which can be described as NYS's version of property assessed clean energy finance. The program was designed to help provide a finance option to commercial property owners looking to make energy upgrades and in turn lowering their operating costs. The committee discussed laws, benefits, and possible drawbacks of the program. Members noted that they would need additional time to inform other council members before moving forward. The members thanked Ms. Maginsky and Mr. Thielking for the presentation.

**Old Business:**

1. Discuss small cell towers and cell phone antennas permitting process –  
Topic will be tabled and discussed next month.
2. Review City Marshall recommendations by Corporation Counsel/fee schedule –  
Members felt comfortable with Corporations Counsel changes to the law but would like Counsel to incorporate language that allows a fee waiver for the City and to have a fee schedule attached. Mrs. Randazzo stated she is still waiting on a fee schedule from the City Marshalls and requested that the council be notified of any fee changes.
3. Further discussion on operating permit fees for religious /not for profit organizations –  
After discussion, the committee agreed to not change the law and the address fee waivers on a case by case basis.
4. Towing license issuance- timeline review, eligibility and fees –  
Mrs. Randazzo stated that the Council passed a resolution to raise fees. She reviewed Mr. Sexton's suggestions for a staggered fee schedule. The committee doesn't see a benefit of changing the structure of the fee schedule at this time, as there are only 2 companies that obtain annual licenses.

**Building Officials Report: Attached**

Mr. Farr provided an update on 29-31 Front Street, urged committee members to send any potential new business owners to the building department.

5. Sidewalk sandwich boards –  
Committee had previously discussed topic and a local law was created but was never passed by the Council. With no objections to the law, Mrs. Randazzo will present the potential law at the next council meeting and set up a public hearing date.

### **New Business**

1. Review habitual offender law –  
Mrs. Randazzo discussed complaints from residents on Crawford Street. They are frustrated with the amount of police activity at a particular residence. Mrs. Trovei noted the habitual offender law is geared towards building violations not police matters.
2. Discuss turntable dog yard/ rules for use and associated fees –  
Committee discussed creating a local law with guidelines for the new dog yard and all other city owned properties.

### **Public Comment:** *About Topics Covered in Tonight's Meeting*

Motion by Mr. Trovei, seconded by Mr. Bavoso to adjourn the meeting at 7:30 pm.

AYE: 5 ABSENT: 1 (Mr. Siegel) NAY: 0 ABSTAIN: 0 CARRIED

Next Scheduled Code Meeting: **July 3<sup>rd</sup>, 2019 @ 6:00 pm - Council Chambers**