

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
DRAFT MINUTES OF THE BOARD MEETING ON
July 15, 2025**

Board Members Attending in Person

Tom LeGrand
Larry Knapp
Jennifer Cannella

Staff Attending in Person

Jonathan Churins
Jessica McMahon
Rich Winchester
Gary Banks
Danielle Hardman
Pam Compasso
Jason Teed

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Board Members Absent

Rudy Vavra
Dale Borchert

Ex-Officio Members in Person or Video/Conference Call

Eoin Wrafter – In Person

Others Present via Video/Conference Call

Kerri Teed – Sr. Public Health Engineer - DBCH

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:32 p.m.

Tom LeGrand called the meeting to order and began with a roll call to identify those attending the meeting both in person and by video/conference call.

Chairman's Report

Finance Reports

Approval of Warrant

The Warrant was provided to the Board, in the Board package.

Larry Knapp made a motion to approve the Warrant as presented. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.A)**

2026 Division of Water Resources Budget Request – Draft

Jessica McMahon stated that last year we requested \$ 227,306 dollars last year and we were given \$ 137,306. This year we are requesting \$ 222,306, and we were told by the County as of this Board Meeting we were not getting that much.

Litigation Agreement with Van DeWater & Van DeWater

The Authority staff is asking the Board to approve a resolution for us to enter into a litigation agreement with Van DeWater & Van DeWater. Van DeWater & Van DeWater will represent us in any negotiations, court appearances, discovery, motion practice, trial preparation and representation advising the Authority on legal issues pertaining to the litigation with Elbow Creek, LLC, owner of Crofton Mews Development.

Award of Legal Litigation Agreement (Res.2025.07.B) – Tabled

Jennifer Cannella had to recuse herself and we did not have an additional voting Board Member present.

Operations Report

The Operations report was provided to the Board in the Board package. The Board did not have any questions.

Renewal of Sludge Hauling/ Pump Station Wet Well Cleaning Contract for 2026

Jonathan Churins stated that Wind River Environmental, LLC is the current contract holder. Wind River Environmental, LLC has stated that they will retain the 2025 rates through December 31st, 2026.

Approval of Renewal of Sludge Hauling/Pump Station Wet Well Cleaning Contract for 2026

Larry Knapp made a motion to Approve the Renewal of the Sludge Hauling/Pump Station Wet Well Cleaning Contract for 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.C)**

Capital Projects Report

GFW – HPR Interconnection Project Status

Jason Teed stated that the project is on a good timeline to meet our deadlines. MJ Engineering is still working towards a 30 % design. The overall project remains on par with current BIL-ED funding requirements.

QHW – HPR Interconnection Project Status

Jason Teed stated that the Authority continues to make progress to get the Quaker Hill Water System connected to HPR to alleviate the maximum contaminant level of the PFAS contaminants.

The Authority has had public meetings with the Dutchess Estates Community as well as the South Cross Community. We are also planning a public meeting with the residential & commercial community members which in the future will be the North Park Water Area.

We have also been continuing to work on the documents to establish the above-mentioned areas as Zones of Assessments.

HPR Project 2029

In 2029 the 1998 Series Unrefunded CAP bonds will be maturing and the Authority feels once the bonds mature it is a good opportunity to seek NYS EFC funding for major upgrades and improvements to the Hyde Park Regional Water Treatment Plant.

The following major upgrades/improvements are being considered under the HPR Project 2029 that affects the entirety of all Zones of Assessment that contribute to the Hyde Park Regional Water Treatment Facility:

- Superpulsator repairs:
 - Replacement of all baffles and crack repairs in the concrete tanks

- Instrumentation and Controls (I&C):
 - A full upgrade of the I&C is needed.
- Heating Ventilation & Air Conditioning (HVAC):
 - The entirety of the system is in poor condition and needs replacing
- Roofs
 - Each of the structure's roofs will be inspected and repaired/replaced as needed.
- Elevated Water Storage Tanks:
 - The storage tanks are due for re-painting.
 - Mixers to address stratification, water age, and continual formation of DBPs
- Other small various items at the Water Treatment Facility that need to be repaired and/or upgraded.

DFS WWTP Engineering Feasibility Study Status

Jonathan Churins spoke to the project memo in Ed Mills' absence. Jonathan Churins stated that, the draft report was placed into final form and submitted electronically to NYS EFC & NYS DEC on behalf of the Authority. Savin will also continue to assist the Authority with the SEQR and SHPO reviews.

Peach Road Project Status

Jonathan Churins spoke to the project memo in Ed Mills' absence. Jonathan Churins stated that we received bids on July 9th 2025, the amounts of the bids ranged from \$ 1,128,000 to \$ 2,272,805. The Authority met with the County Executive, County Legislature, the Authorities bond counsel, and financial advisor on securing a Bond Anticipation Note to fund the Project.

Peach Road Water Main Project BAN Authorization

The Peach Road BAN Authorization will provide the Authority to issue note and bonds for \$ 2,700,000 for the construction of the Peach Road Water Main Extension and related services.

Larry Knapp made a motion to Approve the Peach Road Project BAN. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.D)**

Appoint Temporary Acting Secretary

Larry Knapp made a motion of the Approval to Appoint a Temporary Acting Secretary. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.E)**

Award CA Services Contract for the Peach Road Water Line Extension

The Authority staff is recommending to award the CA Services Contract to MJ Engineering.

Larry Knapp made a motion to Approve the Award of the CA Services Contract for the Peach Road Water Line Extension. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.F)**

Tivoli Sewer Project Status

Gary Banks reviewed the project memo in the package. Gary stated that there are ongoing contractor activities including submittals, mobilization/staging area, survey/utility mark out, and demolition. Work also continues on the new headworks structure, shoring and excavation for the SBR tank construction.

Tivoli Intermunicipal Agreement for Rider No. 2

Gary Banks stated that the Authority is asking for approval from the Board to act as the Village of Tivoli's agent. We will help to coordinate the remediation of lead contaminated soil from Tivoli's former water storage tower that was coated in paint that contained lead.

Larry Knapp made a motion for the approval of the Intermunicipal Agreement for Rider No. 2. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.07.G)**

Tivoli Collection System Project Status

Vanessa Kichline stated that the System Operators have completed systemwide manhole assessment to help identify priority areas for repair. The repairs will be incorporated into the design scope.

DSW Project Status

Vanessa Kichline stated that the Authority staff has reviewed the preliminary draft technical specifications and sent the comments back to H2M for revision. Staff has also reviewed the draft for the CDBG funding through the Dutchess County Planning Department.

Task Order Summary

Jonathan Churins stated that the task order summary is to notify the Board of all of the task orders that have been issued to the consultants that we are working with. Jonathan Churins went through the task order summary for the Board.

Community Projects

Crofton Mews – Negotiations on MOU resumed.

Alaina Estates – Reviewing submittals from Day/Stokosa as they are submitted.

New for Consideration

There were no new items for consideration.

Executive Session:

N/A

Motion to Adjourn:

At 5:23 pm Larry Knapp made a motion to adjourn. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously.

The next Board Meeting will be on Wednesday August 20th, 2025, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

- 1. (2025.07.A) Approval of Warrant**
- 2. (2025.07.B) Approval of Legal Litigation Agreement with Van DeWater & Van DeWater - TABLED**
- 3. (2025.07.C) Approval to Renew Sludge Hauling/Pump Station Wet Well Cleaning Contract for 2026**
- 4. (2025.07.D) Authorization to Issue BAN for Peach Road Water Line Extension**
- 5. (2025.07.E) Approval to Appoint Temporary Acting Secretary**
- 6. (2025.07.F) Approval to Award CA Services Contract for the Peach Road Water Line Extension**
- 7. (2025.07.G) Approval to Execute Rider No. 2 to the Tivoli Intermunicipal Agreement**
- 8. (2025.07.H) Open Executive Session**
- 9. (2025.07.I) Close Executive Session**

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