



1 LaGrange Avenue
Poughkeepsie, NY 12603
(845) 486-3601

DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF THE BOARD MEETING ON
August 20, 2025

Fax (845) 486-3656
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Authority Board Members

Thomas LeGrand
Chairperson

Rudy Vavra
Vice-Chairperson

Lawrence R. Knapp
Treasurer

Dale Borchert
Secretary

Jennifer Cannella

Ex-Officio Members

Eoin Wrafter
Commissioner
D.C. Dept. of Planning &
Development

Brian Scoralick
Executive Director
D.C. Soil & Water Conservation
District

Legislative Liaison

Faye Garito
County Legislature

Staff

Jonathan Churins
Executive Director

Jessica McMahon
Deputy Director
Treasurer

Board Members Attending in Person

Tom LeGrand

Larry Knapp

Dale Borchert

Staff Attending in Person

Jonathan Churins

Jessica McMahon

Rich Winchester

Gary Banks

Danielle Hardman

Pam Compasso

Jason Teed

Carol Falcone

Ed Mills

Vanessa Kichline

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Mary Morris

Board Members Absent

Rudy Vavra

Jennifer Cannella

Ex-Officio Members in Person or Video/Conference Call

Eoin Wrafter – Teams Video Conference

Others Present via Video/Conference Call

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

Consent Items

Draft Meeting Minutes from June 18, 2025

Larry Knapp made a motion to approve the Draft Meeting Minutes from June 18th 2025. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.A)**

Finance Reports

Audit Status – Request for Special Meeting for Draft Audit Results when Completed

Jessica McMahon stated that the yearly audit is delayed due to critical coding challenges with our new software package. The Authority has been working closely with our auditors for the past few months to get this audit completed.

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 Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.B)**

Amendment for Renewal of Insurance Contract for 2026

Larry Knapp made a motion for the approval of an Amendment of Renewal of Insurance Contract for 2026. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.C)**

Operations Report

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

Award of Brine Hauling Contract for 2026

Larry Knapp made a motion for the Approval to Award the Brine Hauling Contract for 2026. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.D)**

Award Generator Maintenance Contract for 2026

Larry Knapp made a motion for the Approval to Award the Generator Maintenance Contract for 2026. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.E)**

Award HVAC Maintenance Contract for 2026

Larry Knapp made a motion for the Approval to Award the HVAC Maintenance Contract for 2026. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.F)**

Amendment for Renewal of Lawn Maintenance Contract for 2026

Larry Knapp made a motion for the approval of an Amendment of Renewal of Lawn Maintenance Contract for 2026. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.G)**

Vehicle Repairs over \$ 10,000

Carol Falcone stated that this is just a notification to the Board that the original insurance quote to repair the 2024 Hyundai Santa Cruz was \$ 6,409.48. The insurance adjuster with Selective Insurance did not account for all of the repairs needed; an additional quote of \$ 6,422.96 from Stofa's Collision Center was submitted to Selective Insurance. The additional amount was approved by Selective Insurance, for a grand total of \$ 13,832.44 less our \$ 1,000 deductible.

No action is required by the Board at this time.

Valley Dale Water Well Pump No. 03 Repair

Carol Falcone stated that this is just a notification to the Board that work was performed to troubleshoot and repair Well Pump No. 03 at the Valley Dale Water Treatment facility. The repair cost was \$ 15,848.00, and we are just making the Board aware, no action is required by the Board.

Capital Projects Report

Professional Liability Insurance Coverage

Jonathan Churins stated that we reached out to our insurance broker and they are checking with other insurance agencies regarding Professional Liability Coverage. We will let the Board know when we have more information.

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 % - 60 % design for the booster pump station.

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 is 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.

Frantoni Villas Agreement of Revenue Bonds with EFC

Jason Teed stated that we are looking at a water main extension from the intersection of Holt Road & Rothkranz Street cul-de-sac. The water main extension will also provide a serviceable location for the Frantoni Villas Apartments, which exceeds the NYS standards on emerging contaminants.

A Zone of Assessment is being created for all parcels adjacent to the Pinebrook to Hyde Park Regional Interconnection project, which includes parcels on Rothkranz Street & Frantoni Villas Apartments.

Dale Borchert made a motion for the approval for entering into an Agreement of Revenue Bonds with EFC for Frantoni Villas. This was seconded by Larry Knapp; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.H)**

Plum Court Pump Station Improvements for DFS BAN

Jason Teed stated that we are looking to issue note and bonds for \$ 730,000 for the construction of the Dalton Farms Sewer Plum Court Station improvements and related services to improve efficiency of the pump station.

Dale Borchert made a motion for the approval for Plum Court Station Improvements for DFS Bond Anticipation Note (BAN). This was seconded by Larry Knapp; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.I)**

DFS WWTP Engineering Feasibility Study Status

Ed Mills stated that the NYS DEC made a few comments relating to the disinfection system currently in use and the future UV disinfection system that will replace it. Savin is preparing a response to NYS DEC and they are also continuing to assist the Authority with the SEQR and SHPO reviews.

Award of Peach Road Water Main GC Contract

Ed Mills stated that the Authority staff and Paggi Engineering interviewed Amity Construction & Corewood Ventures, (the two lowest bidders) on Wednesday August 13th, 2025. After the interviews were concluded, the Authority felt that one of the main items of concern was the "Work Zone Traffic Control". Amity Construction intends to request to have Peach Road closed to local traffic only and they will use their own forces for traffic control.

Amity stated that they discussed the closure with Howie Fisher, Town of Hyde Park Highway Department & Mike Simon, Town of Poughkeepsie Highway Department. Howie Fisher, & Mike Simon both confirmed (through e-mail) with Ed Mills, that the conversation with Amity Construction had taken place and both Towns are agreeable to closing Peach Road, to thru traffic during the construction of the water main.

Dale Borchert made a motion for the Approval to Award the Peach Road Water Main General Construction Contract to Amity Construction. This was seconded by Larry Knapp; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.J)**

Award of Peach Road Water Main CA Services Contract

Ed Mills stated that we received four proposals for the CA Services Contract and MJ Engineering was the lowest bidder.

Larry Knapp made a motion for the Approval to Award the Peach Road Water Construction Administration Services Contract to MJ Engineering. This was seconded by Dale Borchert a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.K)**

Tivoli Sewer Project Status

Gary Banks reviewed the project memo in the package. Work continues on the new headworks, the primary focus is on the SBR tank structure.

Tivoli Wastewater Treatment Change Order No. 2

Gary Banks stated that there are two manholes that need to be replaced, and the Authority is asking the Board to Approve Change Order No. 2, which will increase the additional work authorization line.

Larry Knapp made a motion for the approval of the Tivoli WWTP Change Order No. 2 – Replacement of Two Manholes. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.L)**

Southern Dutchess Water Transmission Line Full EAF Submission & LA Determination

Vanessa Kichline Stated that the Full EAF form is included with the memo and the project staff is asking the Board to determine the proposed action will not result in significant adverse environmental impacts and adopt a Negative Declaration.

Larry Knapp made a motion for the approval of the SDWTL Full EAF Submission & LA Determination. This was seconded by Tom LeGrand; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.M) - Dale Borchert Recused himself.**

Approval of the SDWTL Revenue Bonds with EFC. (Res.2025.08.N) - TABLED

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.

Approval of Legal Litigation Agreement with Van DeWater & Van DeWater

The Authority is asking the Board for the approval to retain Van DeWater & Van DeWater to represent the Authority in Legal Litigation.

Dale Borchert made a motion for the approval to enter into a Legal Litigation Agreement with Van DeWater & Van DeWater to This was seconded by Larry Knapp; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.08.Q)**

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 September 18th, 2025, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

1. **(2025.08.A) Approval of Draft Meeting Minutes from June 18th 2025**
2. **(2025.08.B) Approval of Warrant**
3. **(2025.08.C) Approval of Amendment of Renewal of Insurance Contract for 2026**
4. **(2025.08.D) Approval to Award Brine Hauling Contract for 2026**
5. **(2025.08.E) Approval to Award Generator Maintenance Contract for 2026**
6. **(2025.08.F) Approval to Award HVAC Maintenance Contract for 2026**
7. **(2025.08.G) Approval of Amendment for Renewal of Lawn Maintenance Contract for 2026**
8. **(2025.08.H) Approval for entering into an Agreement of Revenue Bonds with EFC for Frantoni Villas**
9. **(2025.08.I) Plum Court Pump Station Improvements for DFS Bond Anticipation Note**
10. **(2025.08.J) Approval to Award Peach Road Water Main General Construction Contract**
11. **(2025.08.K) Approval to Award CA Services Contract for Peach Road Water Line Extension**
12. **(2025.08.L) Approval of Tivoli WWTP Change Order No. 2 – Replacement of Two Manholes**
13. **(2025.08.M) Approval of Southern Dutchess Water Transmission Line Full EAF Submission & LA Determination**
14. **(2025.08.N) Approval of SDWTL Revenue Bonds with EFC - TABLED**
15. **(2025.08.O) Open Executive Session – Not Used**
16. **(2025.08.P) Close Executive Session – Not Used**
17. **(2025.08.Q) Approval to Award Legal Litigation Agreement with Van DeWater & Van DeWater**