



**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
APPROVED MINUTES OF BOARD MEETING ON
OCTOBER 15, 2025**

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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

Rudy Vavra
Larry Knapp
Jennifer Cannella

Staff Attending in Person

Jonathan Churins
Jessica McMahon
Rich Winchester
Carol Falcone
Gary Banks
Pam Compasso
Ed Mills
Vanessa Kichline
Jason Teed

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Mary Morris

Board Members Absent

Tom Legrand
Dale Borchert

Ex-Officio Members in Person or Video/Conference Call

Eoin Wrafter – In Person

Others Present via Video/Conference Call

Members of the Public in Person

Meeting Open – Introductions

The meeting opened at 4:29 p.m.

Jonathan Churins 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

No Report

Consent Items

No Items

Approval of Meeting Minutes

Approval of Draft Meeting Minutes from July 15th 2025 (Res.2025.10.A) - Tabled

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.2025.10.B)**

Continuing Disclosure Statement

Year to Date Budget

Auditing Agreement

Larry Knapp made a motion to approve the Auditing Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.C)**

County Salary Support Agreement

Larry Knapp made a motion to approve the County Salary Support Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.D)**

Financial Services Agreement

Larry Knapp made a motion to approve the Financial Services Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.E)**

Legal Agreements for 2026

Larry Knapp made a motion to approve the Legal Agreements for 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.F)**

County Shared Services Agreement for GIS Mapping

Larry Knapp made a motion to approve the County Shared Services Agreement for GIS Mapping. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.G)**

Approval of General Surveying Agreement

Larry Knapp made a motion to approve the General Surveying Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.H)**

Amendments to Task Order Contracts – Adding ADA Compliance

Carol Falcone stated that as of May 2025, The Americans with Disabilities Act updated their Guidelines for Web Content Accessibility for people with disabilities. The updated guidelines state that any documents posted to the DCWWA site and other alternate sites we utilize need to be in the ADA compliance format. Staff are working closely to review and update. No board action is required.

Operations Report

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

Sewer Compliance Report

Rich Winchester stated that he wanted to let the Board know that transitioning from private contract operators to Authority Operations staff has made a significant difference in day-to-day operations, as well as improved responsiveness and accountability for compliance within our sewer systems.

Prior to the transition the Authority sewer systems averaged 12 SPDES permit violations per month. In 2023 the Authorities violations dropped to 8.1, in 2024 violations dropped to 6.1, so far in 2025 we are averaging 2.8 violations per month.

Capital Projects

HPR Lighting Upgrades

Jonathan Churins spoke to the memo regarding an Energy Efficiency Rebate that is being offered through Central Hudson. The rebate will expire on December 31, 2025, and it entails the replacement of fluorescent lighting fixtures with energy efficient LED lighting. The Hyde Park Regional Water Plant needs new lighting fixtures. A Central Hudson Representative evaluated the lighting at the Hyde Park Plant and gave us a detailed proposal, we are asking the Board for their approval to authorize the Authority to enter into an agreement with Central Hudson. Recusal and Quorum Note: Board Member Jennifer Cannella recused herself from discussion and voting on HPR Lighting Upgrades due to a potential conflict of interest arising from her employment with Central Hudson Gas and Electric, which is a prospective originator of the grant. As a result of this recusal, the board did not meet quorum for this item, and no formal action was taken.

(Res.2025.10.I) - HPR Lighting Upgrades – Tabled

Hyde Park Regional Capital Improvements Design Engineering Agreement

Jason Teed stated that on August 27th 2025 we sent out a Request for Qualifications (RFQ) from professional engineering firms to provide design engineering services for the Hyde Park Regional Capital Improvements Project. We received qualification statements from two firms and after the Authority staff interviewed the engineering firms, they recommend that Tighe & Bond be awarded the design engineering agreement.

Larry Knapp made a motion to approve the HPR Capital Improvements Design Engineering Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.J)**

GFW – HPR Interconnection Project Status

Jason Teed stated that the project timeline remains on par with meeting current BIL-EC funding requirements. The Pinebrook Water Homeowners Association has granted us permission to be on their property under the easement.

QHW – HPR Interconnection Project Status

Jason Teed stated that we are still in the preliminary study phase and have not gone into the design phase, within the past month we have held three community meetings with home & commercial owners.

Dalton Farms Plum Court General Construction Agreement

Jason Teed stated that we received six construction bids for the Dalton Farms Sewer Plum Court Station Improvement Project. MJ Engineering reviewed the low bidders bid, which was Corewood Ventures, Inc, and MJ Engineering as well as Authority staff are asking the Board to approve awarding the General Construction Contract to Corewood Ventures, Inc.

Larry Knapp made a motion to approve the Dalton Farms Plum Court General Construction Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.K)**

Rescinding Prior Bond Resolutions

Jonathan Churins stated that Authority staff as well as the Bond Counsel have completed the review of the Authorities prior bond resolutions. Resulting from this review, it has been determined that several previously adopted bond resolutions are not necessary and will be formally rescinded. The Authority is asking the Board to approve the resolution to rescind prior bond resolutions.

Larry Knapp made a motion of Approval to Rescind Prior Bond Resolutions. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.L)**

Dalton Farms WWTP Plum Court BAN

Jason Teed stated that we need to issue a Bond Anticipation Note for the Dalton Farms Sewer Plum Court Pump Station Improvements. The BAN needs to be issued for \$730,000 for the construction of the DFS Plum Court Station Improvements and related services to improve the efficiency of the pump station and prevent upstream surcharging.

Larry Knapp made a motion to Approve the Dalton Farms WWTP Plum Court BAN. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.M)**

Dalton Farms WWTP Plum Court Indenture

Larry Knapp made a motion to Approve the Dalton Farms WWTP Plum Court Indenture. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously.

Dalton Farms WWTP Plum Court Supplemental Indenture

Larry Knapp made a motion to Approve the Dalton Farms WWTP Plum Court Supplemental Indenture. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously.

Designation of Temporary Acting Secretary

Rudy Vavra made a motion to Approve to resolution to Designate Jennifer Cannella as the Temporary Acting Secretary for the Execution of Financing Instruments. This was seconded by Larry Knapp; a roll call vote was taken, and the resolution passed unanimously. **(Res.2025.10.N)**

Tivoli WWTP Project Status

Gary Banks stated that construction on Phase 1 continues, including some work on the headworks, but the primary focus is on the Sequencing Batch Reactor (SBR) tank structure. The Pump Station work on Broadway is planned to start in November. NYS EFC has scheduled a site visit on October 23rd 2025.

DFS WWTP Engineering Feasibility Study Status

Ed Mills stated that Savin had produced an engineering report a few months regarding the possible rehabilitation or replacement of the Dalton Farms Wastewater Treatment Plant. The purpose of this report was to address some SPEDES compliance issues and for future funding assistance to rectify the SPEDES compliance issues. The DEC has asked Savin Engineering to amend their report with further details regarding the future UV disinfection system. Savin has revised the report, submitted it to DEC and the DEC is reviewing the revised report.

Savin has submitted a request to the NYS Historic Preservation Office (SHPO), to ensure that the rehabilitation/replacement of the WWTP will not impact any historic properties and/or historic resources. On October 3rd 2025 Savin received a letter from SHPO stating that no historic properties and/or resources will be affected from this project. An Environmental Assessment Form (EAF) has been prepared by Savin, and the Authority will circulate notices to involved/interested agencies advising them that the Authority will be acting as lead agency during the SEQR process. At the December 17th 2025 Board Meeting, the Board will be asked to declare the Authority as lead agency for the coordinated environmental review of the Action and to accept the EAF.

Peach Road Project Status

Ed Mills stated that the construction administration and observation services contract for the Peach Road Water Main Extension Project has been awarded to MJ Engineering.

New for Consideration

There were no new items for consideration.

Executive Session:

N/A

Motion to Adjourn:

At 4:32 pm Larry Knapp made a motion to adjourn. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously.

The next Board Meeting will be on Wednesday November 19, 2025, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso
Program Assistant

Resolutions

1. (2025.10.A) Approval of Draft Meeting Minutes from July 15th 2025 - Tabled
2. (2025.10.B) Approval of Warrant
3. (2025.10.C) Approval of Auditing Agreement
4. (2025.10.D) Approval of Salary Support Agreement
5. (2025.10.E) Approval of Financial Services Agreement
6. (2025.10.F) Approval of Legal Agreements for 2026
7. (2025.10.G) Approval of County Shared Services Agreement
8. (2025.10.H) Approval of General Surveying Agreement
9. (2025.10.I) Approval of Lighting Upgrades for HPR
10. (2025.10.J) Approval to Award HPR Capital Improvements Design Engineering Agreement
11. (2025.10.K) Approval to Award DFS Plum Court General Construction Agreement
12. (2025.10.L) Approval to Rescind Prior Bond Resolutions
13. (2025.10.M) Dalton Farms WWTP Plum Court BAN
14. (2025.10.N) Approval of Appointment of Temporary Acting Secretary
15. (2025.10.O) Open Executive Session
16. (2025.10.P) Close Executive Session