



**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
DRAFT MINUTES OF BOARD MEETING
JANUARY 20, 2026**

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

Fax (845) 486-3656
dcwwa@dutchessny.gov
www.DCWWA.org

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
Dale Borchert
Jennifer Cannella

Staff Attending in Person

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

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Jonathan Churins

Board Members Absent

Rudy Vavra
Larry Knapp

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

N/A

Meeting Open – Introductions

The meeting opened at 4:33 p.m.

Jessica McMahon 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.

Consent Items

Approval of Meeting Minutes

Approval of Draft Meeting Minutes from Meeting on December 17, 2025

Rudy Vavra made a motion of Approval of Draft Meeting Minutes from December 17, 2025. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.A)**

Annual Reorganization

Designate Temporary Chair

Dale Borchert made a motion to appoint Jessica McMahon, as temporary chair for the purpose of annual election of officers. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.B)**

Election of Officers

Dale Borchert made a motion to nominate for the offices of the Authority for 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.C)**

Chair:	Thomas LeGrand
Vice Chair:	Rudy Vavra
Treasurer:	Larry Knapp
Secretary:	Dale Borchert

COMMITTEE APPOINTMENTS FOR 2026:

GOVERNANCE, AUDIT, FINANCE, OPERATIONS AND PERSONNEL

Dale Borchert made a motion to nominate for the offices of the Authority for 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.D)**

Governance Committee:

Rudy Vavra (Chair)

Tom LeGrand

Jennifer Cannella

Audit Committee:

Dale Borchert (Chair)

Larry Knapp

Rudy Vavra

Finance Committee:

Dale Borchert (Chair)

Larry Knapp

Jennifer Cannella

Operations/Capital Projects Committee:

Larry Knapp (Chair)

Dale Borchert

Rudy Vavra

Personnel Committee:

Rudy Vavra (Chair)

Dale Borchert

Jennifer Cannella

2026 Board Meeting Dates

Dates	Notes
1/20/2026	3rd Tuesday
2/18/2026	3rd Wednesday
3/18/2026	3rd Wednesday
4/15/2026	3rd Wednesday
5/20/2026	3rd Wednesday
6/17/2026	3rd Wednesday
7/15/2026	3rd Wednesday
8/19/2026	3rd Wednesday
9/16/2026	3rd Wednesday
10/21/2026	3rd Wednesday
11/4/2026	Budget Workshop
11/18/2026	3rd Wednesday
12/16/2026	3rd Wednesday

Dale Borchert made a motion to Approve the 2026 Board Meeting Dates. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.E)**

Dale Borchert made a motion that the Poughkeepsie Journal be designated as the Official Newspaper for the Authority. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.F)**

Designate Official Banks/Depositories

Dale Borchert made a motion that the Official Banks/Depositories for the

Authority be as follows:

**The Bank of New York Mellon
M&T Bank
JPMorgan Chase
Wilmington Trust**

And further resolved that Executive Director or Deputy Director be authorized to execute all necessary agreements to maintain accounts.

Dale Borchert made a motion to Designate Official Banks/Depositories. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.G).**

Chairman's Report

No Report

Finance Reports

Insurance Premium Costs for 2026

Jessica McMahon stated that the memo is to advise the Board that our insurance carrier, Selective Insurance Group, Inc has raised their insurance premiums for 2026. It essentially equates to an 8.11 % increase.

Approval of Warrant

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

Dale Borchert 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.2026.01.H)**

Re-adoption of Disposal of Property Guidelines

There were no changes to this policy for 2026.

Dale Borchert made a motion for Re- Adoption of the Property Disposal Guidelines. This was seconded by Dale Borchert; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.01.I)**

Operations Report

Emergency Replacement of HMI/PLC at Valley Dale Sewer (VDS)

In December 2025 there was an emergency procurement needed to replace the human-machine (HMI) interface panel and programmable logic controller (PLC) at the Valley that exceeded the \$ 10,000 threshold, requiring board approval. No Board action is required at this time.

HPR Pump 102 – TAM Follow Up Work

This memo serves as notification to the Board that the final repairs and re-installation for Pump 102 at the Hyde Park Regional Water Treatment Facility resulted in an additional cost of \$ 42,275.00.

HPR Fire Event Summary

On January 1, 2026 a fire broke out at 30 Mansion Drive in the Town of Hyde Park. The Hyde Park Regional Water System provided support during the duration of the event. We are pleased to report that the DCWWA Hyde Park Water System performed exceptionally well, supplying water far beyond the original basis of design established in 1988.

Operations Report

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

Capital Projects

GFW – HPR Interconnection Project Status

Jason Teed stated that the overall project remains on par with meeting current BIL-EFC funding requirements. We are currently working towards 30 % design completion. The HOA is in the process of signing the license agreement to allow surveying & Geotechnical services on their property.

Frantoni Villas/Madison Holt Water System

On December 19th 2025, the Authority was awarded a WIIA grant by the EFC at a not-to-exceed value of \$ 1,020,600 or 70 % of the OPC. The Madison-Holt Water Zone of Assessment "032" was created, effective December 25, 2025. Authority staff will look to secure short-term financing and conduct an in-house design of the water main extension and water service connections from water main to curb valves in the coming months.

QHW-HPR Interconnection Project Status

Jason Teed stated that Zones of Assessment for Dutchess Estates Water (DEW), South Cross Water (SCW), & North Park Water (NPW) we created effective December 25, 2025. Nearing completion of outstanding items by NYS EFC & DOH to secure short-term financing. Revised SEQR documents have been distributed, and we are hoping to adopt the SEQR findings at the February Board Meeting.

Tivoli WWTP Project Status

Gary Banks stated that construction on Phase 1 continues, primary focus is on the Sequencing Batch Reactor (SBR) tank structure. The recent focus has been on backfilling, compacting, sheeting removal, and construction of its distribution vault walls & slab.

Peach Road Project Status

Ed Mills stated that the first progress meeting was held on January 8, 2026, with the Authority, MJ Engineering & Amity Construction. We are currently in the submittal process. Amity Construction plans mobilizing on the site in April 2026, and complete field work mid- July 2026.

Executive Session:

Not Needed

Motion to Adjourn:

At 5:00 pm Dale Borchert 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 February 18, 2026, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Pamela Compasso
Program Assistant

Resolutions

1. **(2026.01.A) Approval of Draft Meeting Minutes from December 17th 2025**
2. **(2026.01.B) Designation of Temporary Chair**
3. **(2026.01.C) Election of Officers**
4. **(2026.01.D) Approve Board Meeting Committee Appointments**
5. **(2026.01.E) Approval to Adopt 2026 Board Meeting Dates**
6. **(2026.01.F) Approval to Designate Official Newspaper**
7. **(2026.01.G) Approval to Designate Official Banks/Depositories**
8. **(2026.01.H) Approval of Warrant**
9. **(2026.01.I) Approval of Re-Adoption of Disposal of Property Guidelines**
10. **(2026.01.J) Open Executive Session – Not Used**
11. **(2026.01.K) Close Executive Session – Not Used**