

**DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
DRAFT MINUTES OF BOARD MEETING
APRIL 15, 2026**

Board Members Attending in Person

Tom LeGrand
Dale Borchert
Aileen Rohr
Jennifer Cannella

Staff Attending in Person

Jonathan Churins
Rich Winchester
Gary Banks
Jeanne Underwood
Pam Compasso
Carol Falcone
Jason Teed
Ed Mills

Board Members Present via Video/Conference Call

N/A

Staff Present via Video/Conference Call

Board Members Absent

Rudy Vavra

Ex-Officio Members in Person or Video/Conference Call

Eoin Wrafter

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 4:30 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.

Public Comment

Consent Items

Approval of Meeting Minutes

Approval of Draft Meeting Minutes from Meeting on January 20, 2026

Dale Borchert made a motion to Approve the Draft Meeting Minutes from January 20th 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.04.A)**

Approval of Draft Meeting Minutes from Meeting on March 25, 2026

Dale Borchert made a motion to Approve the Draft Meeting Minutes from March 25th 2026. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.04.B)**

Chairman's Report

Commendation for Lawrence Knapp

Dale Borchert read a commendation, prepared by Tom LeGrand, Chairman, for Lawrence R. Knapp

On behalf of the Board and Staff, I would like to recognize and extend our sincere gratitude to Lawrence R. Knapp for his many years of dedicated service to the Dutchess County Water and Wastewater Authority.

Larry was first appointed to the Board in 2013 and served with distinction for over thirteen years, including the past several years in a holdover capacity to ensure continuity of governance. Throughout his tenure, he brought a steadfast commitment to excellence, a disciplined perspective, and a highly experienced eye shaped by more than three decades in the construction industry.

As Senior Vice President of Construction at Administration Services, Inc., Larry has been responsible for the successful delivery of a wide range of complex building and infrastructure projects. His portfolio includes notable work such as the Rombout Wastewater Treatment Plant in Fishkill, the Bristol Business Center in Connecticut, and Dutchess Stadium—one of the fastest-built minor league stadiums of its time. He holds a Bachelor of Science degree from St. Lawrence University.

Larry's professional expertise translated directly into his service on this Board. He approached his role with rigor and integrity, consistently contributing thoughtful oversight on capital projects, operational performance, and long-term planning. His steady presence and high standards helped shape and strengthen the Authority during a period of meaningful growth and development.

We are deeply appreciative of Larry's dedication, his contributions to the Authority's success, and his commitment to public service. His impact will endure in the systems, projects, and governance practices that continue to guide our work.

On behalf of the entire Board, thank you, Larry, for your service and your unwavering commitment to excellence.

Dale Borchert made a motion to Commendation for Lawrence Knapp. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.04.C)**

Finance Reports

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.2026.04.D)**

Operations Report

Operations Report

The Operations report was provided to the Board in the Board package. Rich Winchester reviewed the Compliance Report for new items.

Capital Projects

DFS UV Project Closeout Change Order No. 01

Ed Mills stated that the work on the UV Disinfection Replacement Project at Dalton Farms Sewer has been completed. The completion was issued on March 25, 2026, TAM Enterprises still must complete closeout documents and punch list.

The Authority is asking the Board to Approve Change Order No. 01, for the closeout of the DFS UV Project. The original contract was awarded \$ 294,400, and the change order will set the final contract price to \$ 282,400.

Dale Borchert made a motion to approve the DFS UV Project Closeout Change Order No. 01. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.04.E)**

Peach Road Water Main Extension Project Update

Ed Mills stated that the fourth progress meeting was held on April 2, 2026, with the Authority, MJ Engineering & Amity Construction. Amity Construction is tentatively planning to mobilize on April 13th 2026. The final project completion may extend into October, depending on lead time for the pump station.

Twentieth (20th) Restatement of the Dutchess County Service Agreement

Jonathan Churins stated that the Authority has maintained a Water Service Agreement with the County since 1998, which governs the provision of water services in county designated zones.

The Authority is asking the Board to Approve the resolution to execute the 20th Restatement of the Service Agreement with the County, establishing the newly created Zones of Assessment as listed below.

- Zone of Assessment No. 029-AB – Dutchess Estates Water System
- Zone of Assessment No. 030 – South Cross Road Water System
- Zone of Assessment No. 031 – North Park Water System
- Zone of Assessment No. 032 – Madison Holt Water System

This action will ensure continued compliance with County requirements and support the Authority's commitment of effective water & wastewater service throughout Dutchess County.

Dale Borchert made a motion to Authorize and Execute the 20th Restatement of the Dutchess County Water District Service Agreement. This was seconded by Jennifer Cannella; a roll call vote was taken, and the resolution passed unanimously. **(Res.2026.04.F)**

QHW-HPR Interconnection Project Status

Jason Teed stated that we are waiting for final agreement responses from the owners of Dutchess Estates Water (DEW).

The Authority began operating the South Cross Water System (SCW) as of April 1st 2026. It will operate as a standalone system until it can be interconnected.

Finalizing requirements for easement agreements and donation agreement with two property owners.

We anticipate a resolution to be presented to the Legislature on May 11th 2026, to consent to issuance of Notes and Bonds for the project costs.

Hyde Park Regional 2029 Capital Improvements

Jason Teed stated that this project will address many components at the Hyde Park Regional Water System that are aging out, needing extensive repairs, and replacing.

The Authority has sent the necessary documents to the New York State Historic Preservation Office (SHPO) and are awaiting their response.

We are anticipating submitting a grant application to NYS EFC by May 2026, to seek funding for the capital improvements.

Tivoli WWTP Project Status

Gary Banks stated that construction on Phase 1 continues with on the SBR tank, focusing on backfilling, compacting, sheeting removal, installation of process piping and the SBR process equipment.

The Authority notified the Board at the March 25th 2026 meeting that, on March 10th, 2026, there was a failure to both of its existing lift pumps and the Authority had to request an emergency deployment of a bypass system to prevent a sewer overflow. The Authority communicated this information to the Village and a nearby homeowner that was affected. The Authority had to place temporary bypass piping on the homeowner's property, to avert a public health issue.

Gary Banks stated as of April 9th 2026 the bypass piping that was placed on the homeowner's property, has been removed and rerouted on March 31st 2026. The initial estimate for the emergency work was \$ 15.6K, an update of the cost-to-date has been requested and will be incorporated into an upcoming contract change order.

Task Order Summary

Jonathan Churins stated that we use this document to track smaller engineering projects that the Authority is doing throughout the systems.

Jonathan Churins stated that we are working with the DEC regarding improvements of the Valley Dale Collection System Project and trying to avoid certain costs for the WWTP.

Executive Session:

Not Needed

Motion to Adjourn:

At 4:53 pm Dale Borchert made a motion to adjourn. This was seconded by Aileen Rohr; a roll call vote was taken, and the resolution passed unanimously.

The next Board Meeting will be on Wednesday May 20, 2026, at 4:30 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,

Pamela Compasso
Program Assistant

Resolutions

1. **(2026.04.A) Approval of Draft Meeting Minutes from January 20, 2026**
2. **(2026.04.B) Approval of Draft Meeting Minutes from March 25, 2026**
3. **(2026.04.C) Commendation for Lawrence Knapp**
4. **(2026.04.D) Approval of Warrant**
5. **(2025.04.E) Approval to Authorize DFS UV Project Closeout Change Order No.01**
6. **(2025.04.F) 20th Restatement of the Dutchess County Service Agreement**
7. **(2026.04.G) Open Executive Session – Not Used**
8. **(2026.04.H) Close Executive Session – Not Used**