

DUTCHESS COUNTY WATER AND WASTEWATER AUTHORITY
UNAPPROVED MINUTES OF SPECIAL BOARD MEETING ON May 26, 2021

Board Members Attending in Person

Vince DiMaso

Staff Attending in Person

Jonathan Churins

Board Members Present via Video/Conference Call

Mike Cotton

Rudy Vavra

Staff Present via Video/Conference Call

Bridget Barclay

Pam Compasso

Jonathan Churins

Christine Curtis

Danielle Hardman

Michael Keating

Criss Limato

Ed Mills

Mary Morris

Rich Winchester

Board Members Absent

Tom LeGrand

Larry Knapp

Ex-Officio Member Present via Video/Conference Call

Others Present via Video/Conference Call

Jennifer George, Auditor for RBT

Meeting Open – Introductions

The meeting opened at 4:03 p.m.

Vince, as acting Chair, called the meeting to order and Bridget began with a roll call to identify those attending the meeting both in person and by video/conference call.

Public Comment

There were no members of the public present.

Finance Reports:

Review of 2020 Financial Statements

Christine introduced Jennifer George with RBT, CPAs to walk the Board through the draft 2020 Financial Statement. Jennifer thanked Christine, Mary, & Bridget for their time and patience during this audit since it was all done remotely.

Jennifer began with a review of the Auditor's Report and stated that it is a clean opinion and there are no issues were identified, and that 2020 financial statements are materially correct, and they present the Authorities financial position correctly. Jennifer George began reviewing the Management's Discussion and Analysis report, prepared by Bridget and Christine. Jennifer mentioned that Bridget and Christine did a great job summarizing all the activities and operations for the past year. Jennifer called attention to page 6; there is a chart that has an overview and a breakout of the sewer and water revenues by district between 2020 and 2019, so you can see the changes per district over the past year. The new addition was Traditions and overall, the water and sewer revenues increased from the prior year. Jennifer said the MD&A did a wonderful job writing up the COVID situation, and the steps the Authority took and mentioned that the Authority was their most pro-active client on adopting new procedures and policies to address the pandemic and remote operations. Jennifer called attention to page 11; the revenues were \$ 15.2 million, and expenses were 14.3 million. Jennifer reviewed other highlights of the Statement, including the increase in Net Position, and Cash Flow presentation. She noted that the change from 2019 to 2020 in the Authority's proportionate share of the net pension liability is dictated by State funding of the retirement system; this is not a liability that the Authority would actually be required to fund. No questions on the financial statements were presented.

Jennifer reviewed the Letter Communicating Management Suggestions. The letter includes comments that are offered as constructive suggestions to be considered as part of the ongoing process of modifying and improving the Authority's practices and procedures. For the Tivoli Water project, RBT noted that there was a substantial amount of work performed at the end of 2020 (approximately \$1.6 million) for which expenses had been recorded but the offsetting revenue and receivable from the Village of Tivoli had not been recorded. RBT recommended recording the revenue and expense at the same time to ensure that the financial statements reflect the Authority's true net cost for the projects. There were no questions on the suggestions made by the auditors.

Rudy made a motion to approve the 2020 Financial Statements as presented. The motion was seconded by Mike; a roll call vote was taken, and the resolution passed unanimously. **(Res.2021.05.AA)**

Christine and Bridget thanked Jennifer and RBT for their professionalism and cooperation in completing the audit during a particularly challenging year due to COVID-19 impacts.

Christine noted that the Board packet included the annual Authority Budget Office Report. The report is the annual report we are required to submit; it includes our financial statement, a description of our operations and accomplishments, a report of our assessment and internal controls, a summary of our investments, and our procurement reporting that we list annually. Christine opened the floor for questions, and none were presented.

Rudy made a motion to approve the 2020 Authority Budget Office Annual Report as presented. The motion was seconded by Mike; a roll call vote was taken, and the resolution passed unanimously. **(Res.2021.05.BB)**

New for Consideration

There were no new items for consideration.

Executive Session:

No executive session was presented.

Motion to Adjourn:

At 4:35 pm Rudy made a motion to adjourn. This was seconded by Mike, a roll call vote was taken, voted on and passed unanimously.

The next board meeting date is on Wednesday, June 23, 2021, at 4:00 pm, at 1 Lagrange Ave., Poughkeepsie, NY 12603.

Respectfully submitted,
Pamela Compasso,
Program Assistant

Resolutions

- 1. (2021.05.AA) Approval of 2020 Financial Statements**
- 2. (2021.05.BB) Approval of 2020 Authority Board Budget Office Annual Report**