

LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT  
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BOARD OF COMMISSIONER'S MEETING  
20 Bridge Street, 10:00 a.m.

April 07, 2023

The Lanesborough Village Fire and Water District held their regularly scheduled meeting at 20 Bridge Street, Lanesborough, Massachusetts on Friday, April 07, 2023. Chair William Prendergast called the meeting to order at 10:00 a.m. The agenda was properly posted.

**Roll call:** **Present:** William Prendergast, Chair; Mary Reilly and Aaron Williams, Board Members; Mark Siegars, District Counsel; Linda Pruyne, Treasurer; Kevin Swail, Superintendent; Cindy Roughley, Clerk

Absent: Kristen Tool, Website Design/Maintenance

1. William Prendergast opened the meeting at 10:00 a.m.
2. Approval of prior meeting minutes – Aaron Williams made a motion to accept the minutes from 03-03-2023 and 03-22-2023 meetings. Mary Reilly seconded the motion. All in favor, motion carries.
3. Joseph Popielarczyk, Andrew Morosky and Peter Valinski from Tighe and Bond presented their agenda and discussed the LSL inventory/replacement plan and Tighe and Bond's scope of services for phase 1:
  - A) A review of billing records and analysis of customers from dwelling/building to water line. They will need a list from the collector, Ben Gelb. They will need sketches and the size of the water service line from the dwelling/building to the water main. This is to be requested from the Town Assessor.
  - B) Public outreach – a subcontractor of Tighe and Bond will send out mailers/postcards to customers regarding basement inspections.
  - C) Geographic Information Systems (GIS) database will be utilized. This will involve machine learning that will compare to other systems and predict where there are areas (water lines) with lead. After data is collected and analyzed a review meeting will be held and a plan for replacement will be developed.
  - D) There is a state grant (SRF grant) that may cover 100% of the cost. The paperwork and submission must be completed by October of 2024.
  - E) Field work to start late summer/early fall
4. Discussion of Ocean Street, G Street and Bull Hill Road projects. Tighe and Bond sent trimmed down version of Ocean Street and G Street project. Tighe and Bond to put contract together for Bull Hill Road project.
5. Fran Kelley from Nonamie Trailer Park – discussion of water pipe replacement project. Fran had left the meeting prior to discussion. Under state requirements,

new lines have to be 4 inch lines. Mark Siegars to draft a letter to send to the Board of Health.

6. Abatements – Ben Gelb, Tax Collector for Town of Lanesborough stated that there were 14 new forms received that were approved by the Town for the real estate exemption and should be considered for the 25% discount from the Water District. Cindy Roughley noted that the 7 forms received in the last meeting were not stamped or dated. The total number of 25% discount is now 21. Ben Gelb to send a list to Linda Pruyne of all of those who qualify for the 25 % discount.  
An abatement form was received from Brad Melanson asking for an abatement and waiver of all interest and penalties for the account at 67 Meadow Lane. Aaron Williams made a motion to accept abatement for interest and penalties. Upon further discussion and having additional information, the Board decided to rescind that decision and to deny the request. Cindy Roughley to mail the abatement form to Brad Melanson with the denial noted.  
Discussion regarding the new form for 25 % discount to be used next year. Mark Siegars noted 2 changes that need to be made on the form. Mary Reilly made a motion to accept the new form with the changes. Aaron Williams seconded the motion. All in favor, motion carried. Revision of a new abatement form will also be completed for next meeting by Cindy Roughley.
7. Treasurer’s Report – Linda Pruyne stated that there are \$ 132,000 in past due accounts. Shut off notices are to be sent to all who are delinquent beyond 2 quarters as of May 15<sup>th</sup> 2023. Board to consider any that are on current payment plan. Less than 2 quarters delinquent will receive a demand notice. Ben Gelb to produce a list of all who should receive notices. Cindy Roughley to send out the notices. Cindy mentioned that the data should not be sent via unsecured email in order to protect privacy. Ben to produce the list and let Cindy know so that she can go to the Town Hall to receive the list.  
The third quarter commitments and warrant were signed by the Commissioners.
8. Mall/Target – EPF meeting was held regarding the State-ordered enforcement order to consider Target a second operating system. A copy of the order is to be sent to the Water District.
9. Mark Siegars to work on the Bylaws for the annual meeting.
10. Linda Pruyne presented a breakdown of the job functions of proposed Treasurer and Assistant Treasurer positions. Also included were the forecasted costs by making the Treasurer position full time plus adding an Assistant Treasurer. Board decided to review materials and table the discussion for the next meeting.
11. Superintendent’s Report- Kevin Swail grabbed water sample from 125 Bull Hill Road, adjusted PRV for Church in Berkshire Village. Webster Electric to install new power line for tank the week of April 10<sup>th</sup>. Kevin to start replacing water meters.  
Mary Reilly to invite the Town Building and Plumbing Inspectors to the May Commissioners meeting .
12. Next meeting Friday, May 5th, 2023 at 10 a.m.
13. Meeting adjourned by William Prendergast.