LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT
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BOARD OF COMMISSIONER'S MEETING August 07, 2026
20 Bridge Street, 10:00 a.m.

The Lanesborough Village Fire and Water District held its regular meeting at
20 Bridge Street, Lanesborough, Massachusetts on Friday, August 07, 2026 at 10:00 a.m.

Roll call: Present: William Prendergast, Chair; Mary Reilly, Board Member; Aaron Williams, Board Member; Mark Siegars, District Counsel; Kevin Swail, Superintendent; Katie Lemanski, Treasurer; Cindy Roughley, Clerk.

Also present: Kristy Bilodeau, Joel Bilodeau, Sugar Jackson, Bob Jackson, John Pinegar

William Prendergast opened the meeting at 10:00 a.m.

1. Aaron Williams made a motion to elect William Prendergast as Chair. Mary Reilly seconded the motion. All in favor, motion carried.
2. Aaron Williams made a motion to accept the minutes from the meeting of June 24, 2026. Mary Reilly seconded the motion. All in favor, motion carried.
3. Mary Reilly made a motion to accept the minutes from the July 10,2026 meeting. Aaron Williams seconded the motion. All in favor, motion carried.
4. Discussion regarding eminent domain taking of property identified as Lot 3 on a survey dated September 2, 2022 and referred to as the Jackson property. Mark Seigars explained that the property was needed to gain access to the electrical tower. There was an appraisal and survey report from December of 2025 that showed a value of $ 1,150. Kevin Swail recently put up a gate at the entrance to the access road to protect the land/area and to ensure safe drinking water. Aaron Williams apologized for the District taking action before the land was actually owned by the Water District. Mark Seigars suggested adding $ 2,200 to the initial assessment of $ 1,150. Mary Reilly stated that the appraisal was for $ 1,150 and that the Water District needs the access to the electrical tower. Bill Prendergast stated that the District is going to give the property owners time to decide about the how much they are willing to accept and to come to terms with this by the next meeting. This item to be added to the next meeting.
5. Mr. Pinegar asked about the process for lots on Miner Road to be included in the Water District. Mark Seigars explained that the District would need signatures on a petition from the current property owners in order to begin the process. There could be a betterment for the six lots. The project could be about $ 1.3 million in estimated costs. Mark Seigars to send a copy of the District map by email to Mr. Pinegar.
6. No public comments.

7. Abatements: 472 South Main Street changed from 4 to 2 units and has been reclassified by the assessor. Request to change billing from 4 to 2 units, credit for the bill already paid and charge at lower rate going forward. Aaron Williams made a motion to approve the abatement request for 472 South Main Street. Mary Reilly seconded the motion. All in favor, motion carried.
   Because Katie Lemanski was not present yet, and she had the abatement form in her possession, Mary Reilly made a motion to allow Katie Lemanski to sign the abatement form. William Prendergast seconded the motion. All in favor, motion carried. Later in the meeting Katie Lemanski was present, and the Commissioners signed the form.
8. Betterments: a discussion about when and how to charge the District. Kevin Swail presented a list of 5 (five) projects for water main replacements and extensions that need to be completed for 10 (ten) existing customer upgrades and 25 potential new customers. If the Water District is requiring a main be replaced then a betterment will be needed. Mark Seigars to research other rural districts and their betterments process. Also to research what kind of resources are available.
9. The Water District now has access to Permiteyes. Kevin Swail has been added as an inspector and to sign off on projects with the Town of Lanesborough.
10. Freeze ups: discussion of who is responsible for repairs when freeze ups occur. Mary Reily made a motion that the District is responsible for water main repair from the water main up to and including the curb stop. Aaron Williams seconded the motion. All in favor, motion carried.
    Discussion about unauthorized use or shut off at a curb stop would result in a fine. Aaron Williams made a motion that unauthorized use or shut off at the curb stop would be a fine of $ 500 (five hundred dollars). William Prendergast seconded the motion.
    All in favor, motion carried.
11. Financial policies: Mark Seigars has reviewed the financial policies and will make any changes or suggestions for the next meeting. To be added to the next meeting's agenda. Regarding the procurement policy, it was suggested that the Commissioners should be designated as procurement officers.
12. Treasurer's Report: Katie Lemanski reported that the bill for the Vadar software program for the second quarter of 2026 was $ 38,403.55. There was $ 160,902.99 in outstanding receivables as of July 30, 2026.
13. The warrant and payroll warrant for July was reviewed and signed by the Commissioners.
14. Website update: Cindy Roughley reported that there were 179 visitors to the website in the last month. Kevin Swail to send updated drought information that was received from the State today. The region has been downgraded to normal drought status. Cindy will upload that information to the home page of the website.
15. It was suggested to have separate tabs on the website for minutes and agendas under the More section of the website and add a tab for Public Legal Notices. Cindy Roughley to work on that before the next meeting.
16. Federal grants and loans: Mark Siegars reported that we should hear from the USDA by the end of the month with terms for a loan. Should hear by the first week of September regarding the ECWAG grant and One Stop grant. The MW3 water

management notice has been filed. A notification form for MEPA grant was received, and the hydrasource water analysis report has been completed.

17. Discussion of Zone 1, land taking for well head protection. Aaron Williams made a motion to have an appraisal done with straight lines instead of a circle for the property lines in Zone 1 for the purposes of eminent domain taking of the property for the Bull Hill Road well. Mary Reilly seconded the motion. All in favor, motion carried. Due to the additional appraisal, Mary Reilly made a motion to approve the appraisal cost and contract adjustment for delivery of 2 (two) values instead of 1 (one) for Zone 1 land taking. Aaron Williams seconded the motion. All in favor, motion carried.
18. Discussion regarding the job description and job post for an Assistant Superintendent/Full-time Water Operator position. Mary Reilly made a motion to accept the job description and job post that was presented at the meeting. William Prendergast seconded the motion. All in favor, motion carried. Cindy Roughley to put together a package with the employment forms, and to post the job opening on the website. Job applicants to send resume and cover letter to Kevin Swail at the Water District office address.
19. There will be an additional meeting on Friday, August 28th at 10:00 a.m. to discuss betterments, system capacity and town growth, Miner Road, Bull Hill Road well, and the financial policies.
20. The next regular monthly meeting will be an evening meeting, on Thursday, September 10th at 6:00 p.m.
21. Meeting adjourned at 1:45 p.m.