

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

September 01, 2023

The Lanesborough Village Fire and Water District held their regularly scheduled meeting at 20 Bridge Street, Lanesborough, Massachusetts on Friday, September 01, 2023. Chair William Prendergast called the meeting to order at 10:05 a.m. The agenda was properly posted.

Roll call: Present: William Prendergast, Chair; Mary Reilly and Aaron Williams, Board Members; Mark Siegars, District Counsel; Kevin Swail, Superintendent; Katie Lemanski, Treasurer; Cindy Roughley, Clerk; Kristen Tool, Website Design/Maintenance

Also present via Zoom: Linda Pruyne

William Prendergast opened the meeting at 10:05 a.m.

1. The warrant and payroll warrant for September was approved and signed by the Commissioners.
2. The minutes from the meeting of August 04, 2023 were reviewed. Aaron Williams made a motion to accept the minutes as written. Mary Reilly seconded the motion. All in favor, motion carries.
3. Kristen Tool reported that there were a couple of messages received and forwarded to Kevin Swail. More people are finding the website through the Town of Lanesborough's website. Residents are using Water District website to pay bills. Everything is updated. The collections policy as of 07-01-2023 will be added to the website.
4. Finances: Linda Pruyne suggested that Katie Lemanski ask for a monthly report from the Collector of past due accounts and anyone who owes more than \$800 should receive a shut off notice. Discussion of a Betterment account to be set up in Quickbooks to keep track of who is paying the Betterment. Katie to check first with the Collector for a report on the status of Betterment payments. Mark Siegars to check with Town Manager Gina Dario to be sure the Betterment reports can be processed through the Town's system. Commitment needs to be processed. Katie Lemanski suggested that an announcement be put on the Water District website that payments of water bills can be made in person at Town Hall, through the Water District website, or mailed to the Town Hall.
Discussion regarding payment plans: Mary Reilly to talk with Caren Adams, the Collector, about a policy for payment plans. Mary to have a draft for the next meeting. Mark Seigars suggested consideration of a year-round shut off policy. This is to be added to next month's agenda.
5. Abatements: there were no abatements to discuss.

6. Ocean Street and G Street bid package: the bid for the project is not approved yet due to no financing available. Kevin Swail suggested to put it back out for bid in the Spring and possibly get more bids to consider. Mary Reilly made a motion not to accept the bid for Ocean Street and G Street. Aaron Williams seconded the motion. All in favor, motion carries.
7. Bull Hill Road well drilling project: Mark Seigars reported that there was a remote kick off meeting held prior to the Water District meeting on 09-01-23 with Tighe and Bond and the Massachusetts Department of Environmental Protection. Mark Seigars and Kevin Swail attended. The meeting was to discuss two applications, one for PFAS treatment and one for the new well under the Emerging Contaminants Small Community Grant program.
8. Water Connection Policy: Mark Seigars to write up a water available certification form.
9. Water Infrastructure Surcharge Fund: Mark Seigars suggested submitting a Bill to Senator Mark to include the Water District in the Fund. Mary Reilly made a motion to expand the application to include the Water District. Aaron Williams seconded the motion. All in favor, motion carried. Mark Seigars to contact Senator Mark.
10. Linda Pruyne suggested contacting a financial adviser at Unibank to discuss cash reserve and determine how much debt the District can sustain. Mary Reilly made a motion to contact a financial adviser. Aaron Williams seconded the motion. All in favor, motion carried. Katie Lemanski to call Unibank on behalf of the Water District and set up a meeting with the Board of Commissioners.
11. Mall/Target: Mark Seigars to speak to the Collector regarding an affidavit of non-payment.
12. Superintendent's report Kevin Swail reported that \$ 70,000 is needed for a new pick up truck. It is a 2001 with engine, brake and power steering issues. Cindy Roughley stated that this subject was also brought up in the March 2023 meeting and a discussion was had regarding replacing both the pick and dump trucks with a larger truck. Kevin to get quote for F550 truck to discuss at the next meeting. A special meeting will be held October 06, 2023 at 9:30 a.m. to vote to appropriate funds for the vehicle. Aaron Williams made a motion for two warrant articles for the meeting: to vote to transfer the amount of the new vehicle including purchase price, taxes, registration fees from the infrastructure upgrade account to the equipment capital reserve account; and for the funds to be used from the capital reserve account to purchase the vehicle. Mary Reilly seconded the motion. All in favor, motion carried.
13. The next regular Water District meeting to be held on Friday, October 06, 2023 at the Water District office at 10 a.m.
14. William Prendergast adjourned the meeting at 1:35 p.m.