

# ANNUAL REPORT

*Lanesborough Village  
Fire and Water District*



*Published: Spring, 2021*

**ANNUAL DISTRICT MEETING  
LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT  
FISCAL YEAR 2022**

**BERKSHIRE, ss.**

To any officer resident within the Lanesborough Village Fire and Water District:

**GREETINGS:** In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said District, qualified to vote in District affairs, of the *Annual Meeting that will be held June 10, 2021 06:00 PM Eastern Time (US and Canada) at the District Office located at 20 Bridge Street, Lanesborough, MA*, then and there to act on the following Articles:

**Article 1:** To choose a Moderator to preside at the meeting.

**Article 2:** To elect the following officers by ballot:  
One Water Commissioner for a three-year term (3 years).

**Article 3:** To see if the District will vote to authorize the District Treasurer, with the approval of the Water Commissioners, to borrow money in anticipation of revenue for the twelve month period beginning July 1, 2021, in accordance with the General Laws, Chapter 849 of the Acts of 1969, as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the General Laws, Chapter 44, Section 17.

**Article 4:** To see if the District will vote to raise and appropriate and/or transfer from available funds in the treasury the sum of \$787,323.95 for the following:

<b>ADMINISTRATIVE AND OPERATING:</b>	
Vehicle expense	5,874.00
Berkshire Mall Payments to City Pittsfield	8,890.00
MADEP Assessments	625.00
Commissioners Expense	425.00
Superintendent Expense	3,600.00
Moderators Salary	50.00
Liability Insurance	17,017.00
Workers Comp Insurance	3,147.00
Treasurer Bond	225.00
Loan and Note Interest Expense	24,692.52
Berkshire Village USDA Loan Interest	24,937.50
Buildings Maintenance and Repair	2,500.00
Equipment Repair/Upkeep	5,000.00
Supplies & Expendable Tools & Equipment	5,100.00
Miscellaneous	699.87
Office Supplies, Equipment & Software Expense	2,800.00

Office Meeting Expense	800.00
Postage	1,200.00
Mass Treasurer Dues	50.00
Clerk Salary	7,165.00
Commissioners Salaries	8,157.00
Hourly Labor Wages	7,000.00
Superintendent Salary	67,886.00
Assistant Superintendent Salary	46,540.00
Treasurer's Salary	16,500.00
Bonus Compensation	1,000.00
Employment Taxes	2,269.00
Pre-Tax Health Insurance Employer Expense	44,996.00
Berkshire County Retirement Expense	25,476.00
Employer Paid Life Insurance	41.00
Tighe & Bond PFOA Engineering t Fees Task 1&2	73,500.00
Law Account	30,000.00
ADP Payroll Processing	3,200.00
Outside Audit	12,000.00
Professional and Testing Fees	3,600.00
Computer Consultant	2,000.00
Misc. Consulting & Professional Fees	5,513.08
Town Hall Collector Service Fees	14,000.00
PFOA testing fees	27,350.00
Light, Heat, Power	35,000.00
Internet & Phone	3,800.00
Normal Infrastructure Maintenance & Repairs Expense	7,000.00
Infrastructure Major Upgrades	150,000.00
FY22 Equipment Upgrades: replace hydrants	10,000.00
Infrastructure Equipment Upgrade Expense	3,500.00
Equipment Investment Capital Account	4,000.00
Overlay Account	3,000.00
Reserve Fund	20,000.00
<b>TOTAL ADMINISTRATIVE &amp; OPERATING</b>	<b>742,125.97</b>
Bond & Loan Principal Payments	17,574.81
Berkshire Village USDA Debt Service Principal	22,623.50
OPET (Retirement Stabilization)	5,000.00
<b>TOTAL BUDGET</b>	<b>787,323.45</b>

**Article 5:** To see if the Lanesborough Village Fire and Water District shall vote to raise and appropriate, or transfer free cash to the Stabilization Account.

**Article 6:** To see if the Lanesborough Village Fire and Water District will vote to accept a grant from the Town of Lanesborough in the amount of \$160,000 for the installation of fire hydrants on Summer Street.


**Article 7:** To see if the Lanesborough Village Fire and Water District shall vote to encumber and commit Fiscal Year 2021 budget amounts for software, infrastructure/major upgrades and reserves to the Fiscal Year 2022 budget for similar expenses.

Date: June 2, 2021

BOARD OF WATER COMMISSIONERS

  
\_\_\_\_\_  
William Prendergast, Chairman

  
\_\_\_\_\_  
Mary Reilly

  
\_\_\_\_\_  
Aaron Williams

This is to certify that I have posted true and attested copies of the **ANNUAL DISTRICT MEETING LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT FISCAL YEAR 2022 WARRANT** within the Lanesborough Village Fire and Water District, namely the Lanesborough Post Office and the Lanesborough Town Hall.

Posted: June , 2021

Police Officer:   
\_\_\_\_\_

Print Name and Rank: INV NICHOLAS PENNA

## WATER COMMISSIONERS ANNUAL REPORT 2021

It should come as no surprise that this past year presented us with many challenges. Despite Covid-19, the team here at the Water District rose to the occasion and continued to provide customers with safe clean water. New policies and procedures were implemented in the field as we interacted with the public, at the shop, and in the way the Commissioners conducted their meetings. As essential workers, Kevin and Tom developed a work schedule that allowed them to safely continue to provide the services needed to operate the Water Department. The system was monitored, repairs were made, customers were served and Zoom meetings became a way of life.

Our Sincere thanks go out to our Superintendent Kevin Swail, and Assistant Superintendent Tom Barrett for their excellent service and commitment to the District. Both are approachable and go out of their way to provide high quality service to all of our customers while at the same time maintaining the extensive licenses required to operate the system and meet state and federal regulations.

It is with deep sadness we acknowledge the loss of our Clerk and former Superintendent Dave Santolin who passed away September 25, 2020. Dave joined the district as Superintendent 02/12/2007 and retired from that position on 06/12/2015. His invaluable experience and certifications as a licensed water operator was an asset to the district. He continued to assist in not only fieldwork but in management of the district by serving as Clerk from 02/05/2016 until his death. Dave was responsible for implementing a system to monitor and manage collections on past due accounts as well as maintain records and record the minutes of all our meetings. We extend our heartfelt condolences to Dave's wife Sue and to his family. He was a true team player and he is missed by all who had the pleasure of knowing and working with him.

Our Management Team is as follows. We wish to acknowledge and thank them for their commitment and service to the Water District.

- Kevin Swail, Superintendent. Kevin joined the district 7/2/2015.
- Tom Barrett, Assistant Superintendent. Tom joined the district 8/1/2015
- Linda Pruyne, Treasurer, Assistant clerk. Linda joined the district 07/01/2018
- Jodi Hollingsworth, Clerk and Collector. Jodi was welcomed to the district 01/10/2021
- Bill Prendergast, Chairman of the Commissioners. Bill joined the district 06/30/2014
- Aaron Williams, Commissioner. Aaron joined the district 07/01/2014
- Mary Reilly, Commissioner. Mary joined the district 07/01/2019

In addition, we wish to thank Attorney Mark Siegers for his immense contribution to the District. Without his expertise and guidance, many of the large projects with their complex processes would not have been possible. Mark in his capacity as the District lawyer is very dedicated to the district. He continues to provide valuable, quality legal advice and opinions. He has become an integral part of the District team. Mark's responsibilities this year include the continued oversight of the Berkshire Cooperative system extension, and leading the team in completing the extensive USDA application, that resulted in very favorable funding and grants. We truly appreciate him and his service.

The District continues to accomplish many projects including:

1. Completion of the water main replacement on Alice Ave in August of 2020 at a cost of \$113,100.00 and continuing the practice of prioritizing water main replacement throughout the system working off the top priority item(s) annually.
2. Enlisting the services of Tighe and Bond to develop an Asset Management Plan at a cost of \$125,000. The Water District applied for and received a grant for \$75,000, with an in-kind match allowance of \$35,000, for services of the district staff in implementing the plan. The final cost to the district was \$15,000, only 12% of the total cost, a small amount for a plan that provides all the benefits that are included.

Asset management is a practice that will aid us in improving the district's overall operations. Implementing an asset management plan will allow us to be proactive in identifying all the assets the District has, how long they are going to last, and how much it is going to cost to repair, rehabilitate, or replace them. Assets are essentially all the equipment, buildings, land, people, and other components needed to deliver safe and clean water. It is important to remember that our infrastructure includes not only the large pieces of equipment that we see above ground, but also all the equipment that is located underground. Finding, identifying, and managing infrastructure assets can be a challenge.

We are fortunate to have as a team member, Fran Jolin, who was the assistant superintendent from 03/17/1974 to 08/16/2008 when he retired from the water department. Fran has a terrific memory coupled with his 47 years with the Water Department he is our "go to" guy when we need to find a shut off valve or information on some connections or mains. We appreciate his willingness to continue to serve the District. However, relying on one person's memory should probably not continue to be our best practice.

We are aware that much of our aging infrastructure is fast approaching the end of its lifespan. We expect that going forward our primary concentration will be on generally large pieces of complicated equipment or infrastructure that can be very expensive. With an asset management plan in place we will be able to identify and evaluate need and be prepared to replace the assets that are essential to protecting public health and providing clean water for the customers the District serves. All of this information will allow the District to see financial projections 5 years from now and even 10 years from now. Knowing how much money will be needed to fund maintenance and capital investments will help the District determine if future rates will be sufficient to meet the needs of the District.

3. Voting to make capital improvements to provide water to the expansion of the district a commonly referred to as Berkshire Cooperative, at a special meeting on 07/15/2019. This will allow us to provide water to Berkshire Village residents who were members of their water district that had to be decommissioned. The district approved up to 3.5 million to accomplish this project. The cost estimate came in at approximately 2.4 million and will be paid for by the approximately 42 residents it will serve. They will pay a betterment fee to the district in the amount of the USDA loan. They will also pay the annual water bill. The District was instrumental in obtaining a USDA loan of \$1,330,000 at very favorable terms of 1.8% for 40 years, thus keeping the cost of the betterment as low as possible. The balance of the cost will be paid by a generous USDA grant of \$1,046,200, and a \$19,000 contribution from the district. The contract for the start of the construction project was just awarded on May 11, 2021 and we expect the work to begin in early summer of 2021.
4. Installation of new security at both the Bridge Street and Miner Road properties. Surveillance cameras and new fencing will help to insure the safety of our water system.

During the fall of 2020, The Department of Environmental Protection (DEP) began testing water systems for Perfluorooctanoic (PFOA), a man-made compound used in stain resistance products, which has been found in ground water throughout New England and New York. Initial samples collected in December 2020 showed elevated levels in the Bridge Street Well (the district's stand-by well). Levels of 42 to 107 Ug/L, which exceeded the State's Maximum Contaminate Levels (MCL) of 20 Ug/L, were detected. Water samples collected from the Miner Road Well (the district's main well) showed levels, well below the States MCL. The District immediately took the Bridge Street Well off line and has not used the well since that time. A Public Notice Report explaining the problem and notifying all water users in the district about the actions being taken, was sent to all water district customers. The District has been working with DEP to locate the potential source of the PFOA and has begun the process of investigating a treatment plan which will allow the Bridge Street Well to be brought back in service.

As in the past, our rates are still comparable to other water districts our size. We are nearing the end of a large portion of our debt service, which will allow us to fund other infrastructure projects while keeping the budget stable. We were happy last year to announce a ZERO% increase in water rates for the Fiscal Year 2021.

We continue to aggressively assure all bills are paid in a timely manner to keep the rates as low as possible for all customers and to meet our budgetary obligations. Our policy is to send a shut off notice to any customer who is delinquent for more than one period. To encourage payment our policy is to impose a Late Payment Penalty of \$30, which is the maximum allowed by law, on any customer who has an unpaid balance. Any service that is shut off for nonpayment, will also incur a Turn on Fee of \$200.00. This fee along with the full amount of the past due bill, including penalties and interest will be required to be paid or negotiated with the collector BEFORE water will be turned back on. We hope that these policies will encourage those customers, who are habitually late in their payments, to become compliant and avoid the possibility of shutoffs and the execution of liens.

We continue to enhance efficiency by reviewing and updating old policies and procedures as necessary. New procedures have been implemented and are working well to keep the district operating efficiently. We are in the process of completing year three of an independent audit process, which assures that we maintain and protect the financial integrity of the District.

We are excited to begin the process of developing our own website, which we anticipate will provide our customers with the knowledge and assurance that we are providing them with the safest and cleanest water possible, as well as answer any questions or concerns they may have.

Thank you for another successful year.

William Prendergast, Chairman  
Aaron Williams  
Mary Reilly

SUPERINTENDENT'S REPORT

July 1 , 2020 – June 30 , 2021

The Water District consists of 2 full-time employees. Their primary duties are to operate and maintain the Town's two well sites, watersheds, water tank, and the water distribution system; collect water meter data, oversee the security of the watershed lands, collect water samples and have the water tested monthly to insure that our District water conforms to State and Federal drinking water regulations.

For the Calendar year 2020 , the Water District pumped 74 Million Gallons of water from the District's two well sites which are located in Lanesborough. The District utilized a SCADA (supervisory control and Data Acquisition) system which runs and monitors the two well sites plus the water tank remotely. The Department also fielded numerous questions about our water quality.

The Water District exceeded the State MCL ( Maximum Contamination Level ) While sampling for , PFOA/PFOS , at the Bridge Street Well and has taken the well off line . The District is researching treatment option. The Miner Road Well tested under the MCL and continues to supply potable water for the District customers .

This year the Department had seven water breaks on side streets. Do to these events the District Replaced 800' of aged water main on Alice Ave and included a new Hydrant .

The DEP requires community public water suppliers to produce for its users, an Annual Consumer Confidence Report on local drinking water quality. This report will help consumers become more educated about their water supply and make practical decisions about health and water consumption. This Report was prepared and can be found on the Town of Lanesborough website , also posted at town Hall and post office .

History of Water Consumption which may be of interest (gallons per year) : 2018-66,000,000 :  
2019-68,000,000 : 2020-74,000,000

---

Kevin Swail

District Superintendent



Lanesborough Village Fire & Water District  
Report of the Clerk/Treasurer  
Fiscal Year 2020

The water rate for the district was set at \$704.00 per EDU (Equivalent Dwelling Unit), an increase of \$14.00 from last year's rate of \$690.00.

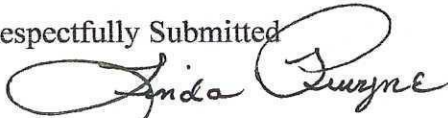
This increase in the rate is due to an increase in the budget from \$661,800. to \$712,159.70 an increase of \$50,359.70.

Financial statements and annual audit reports are available upon request.

I would express my appreciation to the town tax collector for her assistance in getting the water bills issued and collected in a timely manner.

Thank you to the Prudential Committee & Water District Staff for their assistance and guidance.

Respectfully Submitted



Linda S. Pruyne  
District Clerk/Treasurer

# LANESBOROUGH VILLAGE FIRE WATER DISTRICT ANNUAL TREASURER'S REPORT

**July 1, 2019 - June 30, 2020**

Date: 05/26/2021

SubTotal

**CASH BASIS  
RECEIPTS**

REVENUE	692,239.66	
MISCELLANEOUS INCOME	0.00	
INTEREST, DEMAND & LATE FEES	10,656.39	
INTEREST ON INVESTMENTS INCOME	1,849.41	
<i>TOTAL REVENUE</i>	<b>704,745.46</b>	<b>704,745.46</b>

**EXPENDITURES  
SALARIES AND WAGES**

DISTRICT CLERK SALARY	6,279.54	
COMMISSIONER SALARIES	7,200.00	
HOURLY WAGES	3,085.38	
SUPERINTENDENT SALARY	63,936.44	
ASSIST. SUPERINTENDENT SALARY	43,826.85	
TREASURER SALARY	15,133.62	
<i>TOTAL SALARIES &amp; WAGES</i>		<b>139,461.83</b>

**PAYROLL BENEFITS**

PAYROLL TAXES EMPLOYER MEDICARE MATCH	1,932.67	
GROUP HEALTH INSURANCE	46,015.66	
BERKSHIRE COUNTY RETIREMENT CONTRI	11,614.50	
EMPLOYER PAID LIFE INSURANCE	80.16	
<i>TOTAL PAYROLL BENEFITS</i>		<b>59,642.99</b>

**MAINTENANCE & OPERATING EXPENSES**

VEHICLE EXPENSES	4,253.19	
BERKSHIRE MALL PAYMENT TO CITY PASS THROUGH	12,469.48	
DEP ASSESSMENTS	582.96	
SUPERINTENDENT & COMMISSIONERS EXPENSE ACCOUNT	2,872.54	
INSURANCE	17,282.00	20,241.80
BUILDINGS, REPAIR & MAINTENANCE	3,776.52	2,817.00
EQUIPMENT MAINTENANCE & REPAIR EXPENSE	1,100.89	23,058.80
SUPPLIES & EXPENDABLE EQUIPMENT	6,918.18	
MISCELLANEOUS	0.00	
OFFICE SUPPLIES & EQUIPMENT EXPENSE	2,085.28	
LEGAL EXPENSES	15,000.00	
ADP PAYROLL PROCESSING FEES	2,362.35	
OUTSIDE AUDIT FEES	0.00	
PROFESSIONAL & TESTING FEES	23,058.80	
COMPUTER & MISC CONSULTANT FEES	2,698.95	
COLLECTOR SERVICES TOWN HALL	7,500.00	
TELEPHONE	1,086.60	
UTILITIES LIGHT, HEAT, AND POWER	31,147.16	
INTERNET EXPENSES	1,799.64	
INFRASTRUCTURE WATER MAIN, HYDRANTS & REPAIR	9,680.95	
<i>TOTAL MAINTENANCE &amp; OPERATING</i>		<b>145,675.49</b>

**CAPITAL OUTLAY**

ALICE AVENUE	14,743.42	
EQUIPMENT UPGRADE - FENCING	21,011.42	
INFRASTRUCTURE MAJOR UPGRADES - TANK MIXER & CLEANING	59,380.00	
<i>TOTAL INFRASTRUCTURE EXPENSES</i>		<b>95,134.84</b>

**TOTAL OPERATING EXPENSES**

**439,915.15**

PRINCIPAL PAYMENT ON DEBT 199,240.30

INTEREST PAYMENT ON DEBT 30,844.80

*TOTAL DEBPT PAYMENT*

230,085.10

*TOTAL EXPENDITURES*

**670,000.25**

**NET PROFIT (LOSS) CHANGE IN POSITION**

**34,745.21**

# LANESBOROUGH VILLAGE FIRE WATER DISTRICT ANNUAL TREASURER'S REPORT

NET POSITION AT BEGINNING OF YEAR 07/01/2019	376,125.61
NET POSITION AT END OF YEAR 06/30/2019	410,870.82
CASH BALANCE AS OF JUNE 30, 2020	334,561.17
ACCOUNTS RECEIVABLE LESS ALLOWANCE FOR UNCOLLECTABLE	138,180.83
ACCOUNTS PAYABLE	718.04
CERTIFIED FREE CASH 07/01/2020	116,451.59 NOT YET CERTIFIED FOR 2020 This is the amount in the bank
<b>RESERVE ACCOUNT</b>	
Balance Reserve Account June 30, 2020	3,840.43
<b>STABILIZATION FUND FY2020</b>	
Balance June 30, 2020:	
District Improvement Stabilization Including Interest	9,556.42
District Stabilization Fund Interest	135.96
<b>OPET Trust Fund</b>	
Balance June 30, 2020:	
Opet Trust Fund Balance Including Interest	15,227.83
District Opet Fund Interest	208.68

 5/26/2021

Linda Pruyne  
District Treasurer

Approved: 04/23/2021

<b>BUDGET CALCULATION FOR FY 2022 Tax Rate = 752.00</b>	<b>Request FY 2022</b>
<b>ESTIMATED RECEIPTS</b>	
Income From Water Rates	722,210.59
Water Fees Berkshire Village 1/2 Year	15,416.00
Water Hydrant Fees	2,136.36
Berkshire Village Betterment Fees	0.00
<b>Total Raised and Appropriated</b>	<b>739,762.95</b>
Appropriate from Free Cash	
Berkshire Village Betterment Fees	47,561.00
<b>Total Estimated Receipts</b>	<b>787,323.95</b>
<b>ADMINISTRATIVE &amp; OPERATING</b>	<b>2022</b>
Vehicle Expense	5,874.00
Berk Mall Payments to City Pittsfield	8,890.00
DEP Assessments	625.00
Commissioners Expense	425.00
Superintendent Expense	3,600.00
Moderators Salary	50.00
Miia Group Pool Insurance Coverage	17,017.00
Workers Comp Insurance	3,147.00
Treasurer Bond	225.00
Loan & Note Interest Expense	24,692.52
Berkshire Village USDA Loan Interest	24,937.50
Buildings Maint and Repair	2,500.00
Equipment Repair/Upkeep	5,000.00
Supplies & Expendable Tools & Equipment	5,100.00
Miscellaneous	699.87
Office Supplies, Equipment & Software Expense	2,800.00
Office Meeting Expense	800.00
Postage	1,200.00
Mass Treasurer Dues	50.00
Clerk Salary	7,165.00
Commissioners Salaries	8,157.00
Hourly Labor Wages	7,000.00
Superintendent Salary	67,886.00
Assistant Superintendent Salary	46,540.00
Treasurer Salary	16,500.00
Bonus Compensation	1,000.00
Employment Taxes	2,269.00

Health Insurance Employer Expense	44,996.00
Berkshire County Retirement Expense	25,476.00
Employer Paid Life Insurance	41.00
Tighe & Bond PFOA Engineering Study Fees Task 1&2	73,500.00
Law Account	30,000.00
ADP Payroll Processing	3,200.00
Outside Audit	12,000.00
Professional and Testing Fees	3,600.00
Computer Consultant	2,000.00
Misc Consulting & Professional Fees	5,513.08
Town Hall Collector Service Fees	14,000.00
PFOA Testing Fees	27,350.00
Light, Heat, Power	35,000.00
Internet & Phone	3,800.00
Normal Infrastructure Maintenance & Repairs Expense	7,000.00
Infrastructure Major Upgrades	150,000.00
FY22 Equipment Upgrades; replace hydrants	10,000.00
Infrastructure Equipment Upgrade Expense	3,500.00
Equipment Investment Capital Account	4,000.00
Overlay Account	3,000.00
Reserve Fund	20,000.00
<b>TOTAL ADMINISTRATIVE &amp; OPERATING</b>	<b>742,125.97</b>
Bond & Loan Principal Payments	17,574.48
Berkshire Village USDA Debt Service Principal	22,623.50
OPET(Retirement Stabilization)	5,000.00
<b>Total Other Articles in Warrant</b>	<b>45,197.98</b>
<b>Total Budget Appropriations</b>	<b>787,323.95</b>
Less Income from Grants	
Less Betterment Fee income offset Loan Expense	47,561.00
Less Income from Free Cash	
<b>Amount to Raise and Appropriate from Water Rate Fees</b>	<b>739,762.95</b>

AMOUNT AVAILABLE TO ENCUMBER From FY2021 AS PER BUDGET AS OF APRIL 2021	
ENCUMBER FROM INFRASTRUCTURE FOR INFRASTRUCTURE CAPITAL INVESTMENT	82,297.00
ENCUMBER FOR FY 19 & FY 20 AUDITS	4,000.00
ENCUMBER BERKSHIRE VILLAGE DISTRICT CONTRIBUTION	15,112.25
ENCUMBER FROM INFRASTRUCTURE EQUIPMENT EXP TO EQUIPMENT INVESTMENT	3,000.00
<b>TOTAL TO ENCUMBER FOR FY21</b>	<b>104,409.25</b>

**ANNUAL DISTRICT MEETING  
LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT  
FISCAL YEAR 2021**

**BERKSHIRE , ss.**

To any officer resident within the Lanesborough Village Fire and Water District:

**GREETINGS:** In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said District, qualified to vote in District affairs, of the *Annual Meeting that will be held by Zoom Online, June 18, 2020, 06:00 PM Eastern Time (US and Canada)* **Register in advance for this meeting at**

**you will receive a confirmation email containing information about joining the meeting,** in said Lanesborough, on Thursday, June 18, 2020, at 6:00 p.m., then and there to act on the following Articles:

**Article 1:** To choose a Moderator to preside at the meeting.

**\*\* VOTE: Passed**

**Article 2:** To elect the following officers by ballot:

One Water Commissioner for a three-year term (3 years).

**\*\* VOTE: William Prendergast**

**Article 3:** To see if the District will vote to authorize the District Treasurer, with the approval of the Water Commissioners, to borrow money in anticipation of revenue for the twelve month period beginning July 1, 2020, in accordance with the General Laws, Chapter 849 of the Acts of 1969, as amended, and to renew any note or notes as may be given for a period of less than one year, in accordance with the General Laws, Chapter 44, Section 17.

**\*\* VOTE: Passed**

**Article 4:** To see if the District will vote to raise and appropriate and or transfer from available funds in the treasury the sum of \$753,456.00 for the following:

**ADMINISTRATIVE AND OPERATING:**

Berkshire Mall Payments to City Pittsfield	12,500.00
MADDP Assessments	600.00
Commissioners Expense	350.00
Superintendent Expense	1,150.00
Moderators Salary	25.00
Liability Insurance	15,500.00
Workers Comp Insurance	4,000.00
Treasurer Bond	225.00
Other Interest Expense	25,286.00
Buildings Maintenance and Repair	2,300.00
Equipment Repair Upkeep	5,000.00
Supplies & Expendable Tools & Equipment	2,300.00
Miscellaneous	200.00

Office Supplies Expense	900,00
Office Equipment Expense	500,00
Software Expense	2,900,00
Office Meeting Expense	600,00
Postage	500,00
Mass Treasurer Dues	80,00
Clerk Salary	6,514,00
Commissioners Salaries	7,416,00
Hourly Labor Wages	7,000,00
Superintendent Salary	65,904,00
Assistant Superintendent Salary	45,176,00
Treasurer's Salary	13,238,00
Employment Taxes	2,107,00
Pre-Tax Health Insurance Employer Expense	43,526,00
Berkshire County Retirement Expense	24,875,00
Employer Paid Life Insurance	500,00
Law Account	30,000,00
ADP Payroll Processing	2,854,00
Outside Audit	4,000,00
Professional and Testing Fees	3,500,00
Computer Consultant	200,00
Misc. Consulting & Professional Fees	4,450,00
Town Hall Collector Service Fees	13,500,00
Auto & Equipment Gas & Oil	4,560,00
Light, Heat, Power	26,000,00
Internet & Phone	2,808,00
FY21 Equipment Upgrade	3,000,00
Infrastructure Maintenance & Repairs Expense	15,000,00
Infrastructure & Equipment Upgrades Expense	52,000,00
Berkshire Village Interim Loan Fund	19,000,00
Asset Management Plan Expense	90,000,00
Superintendent One Time Bonus	4,500,00
Reserve Fund	8,540,00
<b>TOTAL ADMINISTRATIVE &amp; OPERATING</b>	<b>575,084,00</b>
Bond & Loan Payments	173,372,00
OPEI (Retirement Stabilization)	5,000,00

**\*\* VOTE: Passed**

**Article 5:** To see if the Lanesborough Village Fire and Water District shall vote to raise and appropriate, or transfer free cash to the Stabilization Account.

**\*\* VOTE: Passed**

**Article 6:** To see if the Lanesborough Village Fire and Water District will vote to accept a grant from the Massachusetts Department of Environmental Management for Asset Management Planning in the amount of \$75,000.

**\*\* VOTE: Passed**

**Article 7:** To see if the Lanesborough Village Fire and Water District shall

vote to encumber and commit Fiscal Year 2020 budget amounts for software, infrastructure/major upgrades and reserves to the Fiscal Year 2021 budget for similar expenses.

**\*\* VOTE: Passed**

Date: May 27 2020

BOARD OF WATER COMMISSIONERS

Vote: Passed Unnaimous 4-0

*William Prendergast*

William Prendergast, Chairman

*Mary P. Reilly*

Mary Reilly

*Aaron M. Williams*

Aaron Williams

I, Dave Santolin, clerk of the Lanesborough Fire and Water District hereby certify that these Minutes and Record of Vote accurately record the action taken at the July 18, 2020 Annual District Meeting.

