

LANESBOROUGH VILLAGE FIRE AND WATER DISTRICT  
20 Bridge Street/P.O. Box 1504  
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BOARD OF COMMISSIONER'S MEETING  
20 Bridge Street, 10:00 a.m.

April 04, 2025

The Lanesborough Village Fire and Water District held its regular meeting at 20 Bridge Street, Lanesborough, Massachusetts on Friday, April 04, 2025.

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

Also present: Caren Adams, Collector

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

1. Caren Adams, Collector, discussed process for acceptable payment of funds to turn water back on following shut off. Mary Reilly made a motion to accept only cash or money order as payment in order to delete the shut off notice and turn water back on. Aaron Williams seconded the motion. All in favor, motion carried.  
Discussion of abatement request form. "Do you currently have a payment plan and documents to support your request?" to be added to the abatement request form.  
Discussion of shut offs in winter. The district has voted on this prior. District to consider requiring a deposit. Mary Reilly to work on policy.  
Discussion and agreement that the Collector will check in every month via email.  
The first three quarters of exemption billing were erroneously sent out with last year's rate. The district will not go forward with collecting the difference. The Collector will proceed with making sure the correct rate is used going forward starting with the May 15, 2025 bills.
2. The warrant and payroll warrant for March 2025 were reviewed and signed.
3. The minutes from the meeting of March 07, 2025 were reviewed. Mary Reilly made a motion to accept the minutes. Aaron Williams seconded the motion. All in favor, motion carried.
4. Miner Road project update: there should be a discussion with the Town about the landfill and wells nearby. Mark Siegars to contact the Town Administrator and invite her to the next meeting.
5. The Plaza on Route 7 update regarding meters: The water district will pay for the meters only. Kevin Swail to send an email to the owners as confirmation.
6. There were no public comments.
7. There were no disputes.
8. There were no abatements.
9. There were no betterments or liens to discuss.

10. Website update: Cindy Roughley stated that there were 149 visitors to the website in the last 30 days.
11. Treasurer and Collector's report: Katie Lemanski reported that as of March 31, 2025 there was an outstanding balance of \$ 35,370.36 owed to the water district.
12. The budget for fiscal year 2026 was reviewed and discussed.
13. The annual meeting will be held on Tuesday, May 20, 2025 at 6 p.m. at the water district office.
14. The tanker rate was discussed. Aaron made a motion to increase the tanker rate to three dollars per one hundred gallons ( \$ 3.00/100 ). Mary Reilly seconded the motion. All in favor, motion carried.
15. Federal grants and loans update: an application with the USDA for an additional million dollars has been completed. Mark Seigars stated that a financial audit needs to be completed.
16. Legal issues/mall billing: There are no updates to the mall billing. Discussion of water access in case of fire.
17. MA Rural Water Association recovery for PFAS class action lawsuit update: Mark Seigars confirmed that everything required has been submitted.
18. Bull Hill Road well update: A 48 hour pump test will take place starting Tuesday, April 08, 2025.
19. Superintendent's report: Kevin Swail reported that 95 % of meter reads have been completed. Will integrate with new accounting software program.
20. The date for the next regular meeting will be Friday, May 02, 2025.
21. William Prendergast adjourned the meeting at 1:25 p.m.