

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 03, 2026

The Lanesborough Village Fire and Water District held its regular meeting at 20 Bridge Street, Lanesborough, Massachusetts on Friday, April 03, 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: Breanna Steele, iBerkshires  
Michelle Francesconi, North American Martyrs Church

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

1. The warrant and payroll warrant for March were reviewed and signed.
2. The minutes from the regular meeting of March 06, 2026 were reviewed. Mary Reilly made a motion to accept the minutes. Aaron Williams seconded the motion. All in favor, motion carried.
3. There were no public comments.
4. There were no disputes.
5. Abatements: Michelle Francesconi, Business Manager representing North American Martyrs Church regarding property at 149 Old State Road spoke concerning the abatement submitted. The chapel was closed on 06-29-2019. The Archdiocese in Springfield has been paying the water bill. The water was shut off on 11-23-2022. Abatement request of \$ 3,646 was reviewed. The charge for July 2022 was not approved for the abatement because the water was not shut off until November of 2022. The revised total (not including July 2022 bill) for \$ 3,433 was reviewed. Mary Reilly made a motion to accept abatement in cash of \$ 3,433 and the District will not be sending a bill in the future. Aaron Williams seconded the motion. All in favor, motion carried. Before the water can be turned on, a connection fee must be paid. Collector to be notified.  
Mark Siegars stated that an MLC (municipal lien certificate) needs to be recorded. This has been tabled for discussion at the next meeting.
6. There were no other abatements.
7. Zoning map update: Mark Siegars to finish sending to Tighe and Bond the list of annexed properties to add to the jurisdiction map. This will be sent to DEP once finished, by next meeting.
8. Financial policies for review (Debt Management Policy, Position Control Policy, Procurement and Purchase Policy, and Tailings policy). Tabled for the next meeting.
9. Treasurer's Report: Katie Lemanski reported that as of March 31, 2026 there was

- \$ 29,490.26 in outstanding revenues. The flat fee bills went out. Still working on policies for review and approval. There are two more policies to be added for review at the next meeting. Katie will be attending a webinar regarding using financial software VADAR instead of Quickbooks. The software is used by small towns in Massachusetts. It is all cloud based and is around \$ 3,000 per year. Katie will distribute more information once she receives it.
10. Website update: Cindy Roughley reported that there were 112 visitors to the website in the last month. The request for keeping fire hydrants clear will be removed from the home page for the season. Mark Siegars handed out a notice from the Massachusetts Emergency Management Agency regarding tips for saving water. Mark Siegars to send a pdf of the notice to Cindy Roughley for adding to the website. Cindy to contact the agency for copies to distribute with bills. Mark Siegars mentioned WJ Blueprint could print them.
  11. Budget items: the budget was discussed. Katie Lemanski provided updated proposals for 0, 2, 3 and 5% increase for comparison. The Berkshire Mall shut off can be removed from the budget, as well as bonus compensation line. Utilities should be 6% instead of 4% due to increases in cost. Equipment upgrades should be raised to \$ 5,000. The infrastructure major upgrade budget item to be added for discussion at the next meeting. Agenda item for continuing budget discussion to be added to the next meeting.
  12. Federal grants and loans: Mark Siegars reported no update at this time.
  13. Legal issues/Mall billing: Mark Siegars reported still waiting for the court to move forward on the motion for summary judgement. Legal issues can be removed from the agenda going forward.
  14. MA Rural Water Association recovery for PFAS class action lawsuit update: Mark Siegars stated that the district is still waiting for another round of payments. This item can be removed from the agenda going forward.
  15. William Prendergast stated that the policy for freeze-ups needs to be changed. Proposes that the customer be responsible from the shut off box to the house. This item to be added for discussion at the next meeting.
  16. Superintendent's report: Kevin Swail reported that he is working with Tighe and Bond on testing at the Bull Hill Road well. This is for soil analysis for the storm water management system. This will be monitored by Tighe and Bond.
  17. Annual report discussed. Mark Siegars to send the final Commissioner's Report to Cindy Roughley. A Meet the Team section to be added to the report as well as a section on payments and available discounts. Kevin Swail to send his report to Cindy. 40 copies of the report to be printed for the meeting. Aaron Williams to send image files to Cindy for the report. Cindy to check with Courier Printing about copies.
  18. Items for the next meeting agenda were discussed. Taking property in Zone 1 for delineation of Bull Hill Road area and date of the annual meeting to be added to May's meeting agenda.
  19. The date for the next meeting is Friday, May 01, 2026 at 10:00 a.m.
  20. Aaron Williams made a motion to adjourn the meeting. William Prendergast seconded the motion. All in favor. Meeting adjourned at 1:06 p.m.