

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.

March 22, 2023

The Lanesborough Village Fire and Water District held a meeting at 20 Bridge Street, Lanesborough, Massachusetts on Wednesday, March 22, 2023 for the purpose of discussing upcoming projects and the financial planning for those projects. Chair William Prendergast called the meeting to order at 10:00 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; Linda Pruyne, Treasurer; Cindy Roughley, Clerk attended remotely via Zoom.

Absent: None

1. William Prendergast opened the meeting at 10:00 a.m.
2. Discussion of current financial state of the Water District. Linda Pruyne presented financial data regarding the amount in the Free Cash account of approximately \$416,000. Typical bills amount to nearly \$ 70,000 per month, or \$ 210,000 per quarter. The quarterly billing is close to \$ 204,000 per quarter. The District is not billing out much more than it needs to pay the bills.
3. Discussion of projects that need to be completed. Kevin Swail suggested prioritizing the projects as follows:
  - A. Bull Hill Road
  - B. PFAS treatment
  - C. G street and Ocean streets – Kevin to reach out to Tighe and Bond for estimate
  - D. Engage a financial consultant
4. Mark Siegars suggested a dedicated funding account be set up specifically for water supply.
5. Linda Pruyne suggested that a 3<sup>rd</sup> party financial planner be used for long-term projects and to review an asset management plan. She suggested consulting Unibank to help identify sources of funding and to set priorities for each project.
6. Mary Reilly made a motion to move forward with the G street project, to contact a financial advisor for planning and development of Bull Hill Road project. Aaron Williams seconded. All in favor, motion carries.
7. Discussion regarding the role and responsibilities of Treasurer position. Linda Pruyne suggested that an Assistant Treasurer position be created. The question was raised

regarding what certifications are required and the need for job descriptions for both positions. Linda Pruyne to define what functions she would continue to do and what functions a new Treasurer would be responsible for.

8. Next meeting Friday, April 07, 2023 at 10 a.m.
9. Meeting adjourned at 11:54 a.m. by William Prendergast.