

Prudential Committee Meeting  
August 26, 2024

The regular monthly meeting of the Prudential Committee was held in the Fire District Office at 3 Columbia Street, on the above date, with the following officers present: Chairman Thomas A. Satko, Vice-Chairman Richard G. Kleiner, Member Michael J. Lahey, Acting Clerk & Treasurer Allen J. Mendel, and Chief Engineer John M. Pansecchi.

Also present: Superintendent John C. Barrett, Bookkeeper/Office Manager Kathleen A. Fletcher, and Assistant Clerk & Treasurer Victoria A. Lassonde.

Chairman Satko called the meeting to order at 5:00 p.m.

**APPROVAL OF MINUTES**

**A motion to approve the minutes for the Prudential Committee Meeting held on July 29, 2024, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous - Passed.**

**CITIZEN'S CONCERNS**

*None*

**UNFINISHED BUSINESS**

***Greylock Glen Development***

Superintendent Barrett stated the DEP inspection was conducted today, August 26, 2024. There are a few small issues, although DEP does not have primacy as the tank does not provide potable water. Previous plans submitted to the District showed recirculation piping to heat the water and keep it flowing. A heating element was installed, although it was not wired to an alarm to trigger if freezing. Chairman Satko asked whether a mixer had been installed. Superintendent Barrett responded that a mixer was installed, although a different configuration than in the previous engineering plan. He reiterated that his biggest concern is the lack of a water temperature monitor/alarm.

Superintendent Barrett pointed out that the lack of a temperature alarm could potentially be an issue for fire suppression if the water should freeze in the tank. Chief Pansecchi noted the engineers are supposed to notify the District of any changes and he has not been notified of any changes to the plan. He expressed his concern that this change may affect fire suppression. Chief Pansecchi noted his concern is the hydrants, and accessibility to water should the tank freeze. In the event of a fire call during winter, Chief Engineer Pansecchi said someone could standby at the hydrant on West Road. Member Lahey asked who would be responsible if something does happen. Superintendent Barrett responded that the Town is responsible for the Greylock Glen water system.

Superintendent Barrett said there is also a stagnation issue for potable water. Approximately 6,000 gallons of water sits in the pipes and must be purged, and wasted, weekly to prevent stagnation. Superintendent Barrett had a conversation with the operator who said he will recommend changing to 4" pipe from the current 8" pipe because it's too big. Changing to

***Greylock Glen Development, continued***

a smaller pipe would reduce the amount of water wasted. Chairman Satko asked whether the District is still monitoring the usage. Superintendent Barrett responded that usage is being data logged and he is able to monitor the usage daily. Approximately 400,000 gallons have been used. Currently, Superintendent Barrett said the District is ready, he's waiting for DEP approval and all testing to be completed and reviewed prior to approving potable water at the Greylock Glen.

***Elected to Appointed Positions***

Chairman Satko asked for clarification regarding the job description and title changes. Bookkeeper/Office Manager Fletcher explained the new job descriptions will be necessary in May 2025, if the change from "elected to appointed" positions is passed. The positions are similar, but titles would change.

***Cheshire Pilot Program***

Bookkeeper/Office Manager Fletcher spoke with Attorney Pagnotta today. He has heard nothing from the state or the Town of Cheshire. He will contact the Town of Cheshire Administrator again.

**NEW BUSINESS**

***Sign the Warrant for the Special Election***

Warrant to be posted by September 17, 2024.

***Set Date – Monthly Prudential Committee Meeting***

The next monthly Prudential Committee Meeting was scheduled for Monday, September 30, 2024, at 5:00 p.m. at 3 Columbia Street.

**CORRESPONDENCE**

*None*

**COMMENTS/CONCERNS**

***Hydrant Class***

The District is hosting hydrant class on September 5, 2024.

***Orchard Street Private Water Lines***

In the past, a handful of homes were connected to District water by way of private water lines that exist within property located on Orchard Street; these lines were installed long ago to supply water to the area for Milling activities. Superintendent Barrett intends to replumb these homes to connect directly to the District water main in the area. The private water lines will need to be disconnected by the Water Department on private property. The District will need to confirm that this type of public work can be done on private property before moving forward.


**EXECUTIVE SESSION**


*None*

**With no further business to come before the meeting, Vice-Chairman Kleiner made a motion to adjourn, seconded by Member Lahey, Unanimous – Passed.**

**The meeting adjourned at 6:27 p.m.**

Respectfully submitted,

  
\_\_\_\_\_  
Kristen G. Rosenau – Administrative Assistant

  
\_\_\_\_\_  
Thomas A. Satko – Chairman

  
\_\_\_\_\_  
Richard G. Kleiner – Vice-Chairman

  
\_\_\_\_\_  
Michael J. Lahey – Member

**PRUDENTIAL COMMITTEE**

## ADAMS FIRE DEPARTMENT

### CHIEF ENGINEER'S REPORT

DATE SUBMITTED: 8/21/2024

PERIOD COVERED: 7/22/2024-8/18/2024

DEPARTMENT RESPONSES: 30 Total Responses for 2024: 204

Fees received: \$1,525.00

#### INSPECTION

#### PERMITS

<b>Certificate Of Occupancy</b>	<b>3</b>	<b>Day Care</b>	<b>1</b>
<b>Commercial Kitchen Inspection</b>	<b>1</b>	<b>Demolition Permit</b>	<b>1</b>
<b>Photovoltaic Plan Review</b>	<b>5</b>	<b>Residential Sale</b>	<b>14</b>
<b>Plan Review</b>	<b>2</b>	<b>Storage of Flammable and Combustible Materials</b>	<b>1</b>
<b>Pre-Inspection</b>	<b>1</b>	<b>Tank Removal</b>	<b>4</b>
<b>Quarterly</b>	<b>3</b>		
<b>Reinspection</b>	<b>7</b>		
<b>Sale of property</b>	<b>16</b>		
<b>Special Hazard</b>	<b>1</b>		
<b>Tank Removal</b>	<b>4</b>		
		<b>Storage of Flammable and Combustible materials</b>	
<b>Total</b>	<b>43</b>	<b>Total</b>	<b>21</b>

**Note:** List includes both inspections and permits paid for and not paid. Fees received are for completed and pending inspections or permits.

#### COMMENTS:

**Fire Truck Committee** – New truck is in production, still planning on delivery by the end of the year. I spoke to Mike Nugai and he will be getting us a trade-in value for Engine 1.

**AFG Safer Grant** – They have started issuing the grants. We have not heard anything on our application.

**Job Description Committee** – We've had two meetings. The first one we were short by two members, so we just had a discussion. The second meeting went well. A draft for the Chief's Position is being put together for the committee to review.

**OSHA Update** – The comment period was extended to June 21<sup>st</sup>. I regularly follow these proposed changes. I have read many articles and posts from across the country and there are major concerns from the call/volunteer departments. OSHA will be conducting public meetings starting in November.

**Policy Book** – The Engineers have completed and approved the first two sections. They will be sent out to the members for review, and then acknowledge receiving them. The program will track them. As we complete more, they will be sent out in the same manner. I will bring a copy of the first two sections to the meeting.

**ESO Report Program** – I have had a couple of zoom training courses with the ESO staff. I am also going through the online training that is in the program.

**Engine 2** – The vehicle went out to have the rusted intake valves installed and an issue with the muffler fix. The estimate to repair was \$8,205.16. They notified me that a belt and pulley must be replaced, and they found that the primer pump was cracked. This will add an estimated \$3,000.00 to the cost.

**Tower 4** – 8/18/2024 found a flat tire on Tower 4, hole in the side wall. City tire came on 8/19/2024 and replaced two tires, estimated cost was \$1,400.00.

The SCBA that went out for repairs has been returned. All repairs were under warranty.

As we have started requiring more and more of our staff the engineers have discussed our options. One thing that has been a common comment is some type of incentive plan. Over the next few months, we will be working on a plan to present to the board. I want to clarify that this was a suggestion from the Engineers, no members have requested anything. As a group, we need to come up with ways to draw members in, as well as encourage our current members to stay active.

7/26/2024 @ 3:30 we responded to AJ's for a reported fire. On arrival a small fire could be seen in the kitchen area. Entry was made, a handline was pulled, and the fire was extinguished with little water. No damage to the building. A pan was left on the burner with utensils soaking and the burner was accidentally left on. Fortunately, the owner heard something on her camera program and was able to see the fire before it spread.

7/30/2024 @ 18:55 we responded to Pinnacle Point for a grill fire. The fire was out when we arrived. The cause was grease, from cooking, that had dripped down on the propane tank.

8/1/2024 @ 7:27 responded to Old Columbia Street for a CO alarm sounding. On arrival we found high levels of CO and a high level of Natural Gas. The owner had a problem with the furnace and was bypassing safety equipment so they could have hot water. Berkshire Gas red tagged the furnace.

8/11/2024 @ 8:18 responded to Spring St. for a fire alarm activated. On arrival we found that there had been a fire in the oven that had burned out. Grease from hamburgers dripped onto the element and started to fire. The stove/oven also had not been cleaned in a while.

8/16/2024 @ 20:58 responded for a reported MVA involving a motorcycle. Firefighters evaluated the patient and maintained C-spine until EMS arrived.

## **DISCUSSION:**

### ***Policy Updates***

Chief Engineer Pansecchi said the Policy Book, which has been sent out to the members, is available for Prudential Committee review. Approximately 150 policies are being updated. Six or seven members have reviewed and acknowledged to date. Chairman Satko asked how membership is receiving the policy changes. Chief Engineer Pansecchi responded that he has had no feedback. Member Lahey asked who is required to review the policies. Chief Engineer Pansecchi explained the Fire Department members are required to review and acknowledge that they have read the policies. Chairman Satko asked what happens if a member does not review or acknowledge. Chief Engineer Pansecchi responded that there is currently no recourse.

### ***ESO Program***

More work than anticipated. Transition has not been implemented yet. Waiting for new hydrants.

### ***Engine 2***

Engine 2 has been returned. Additional work was necessary to repair. Cost is approximately \$11,000 to \$12,000 when complete.

### ***Safer Grant***

No notification yet. Will know by the end of September whether any grant money is forthcoming.

### ***Job Descriptions***

At the second meeting, qualifications for Chief were discussed. Chairman Satko asked whether the MRI report contained any descriptions or qualifications for Chief's position and emphasized the need to complete background checks. Chief Engineer Pansecchi said he would review the report again to check.

**Vice-Chairman Kleiner made a motion to accept the Chief Engineer's Report,  
Member Lahey seconded, Unanimous - Passed**

John Pansecchi  
Chief Engineer

#### **Attachments:**

Monthly report

Occupancies for Action Codes for Date Range

Chiefs Daily Log Items Activity Code for Personnel

Responding Personnel per Incident by Date Range

Superintendent's Report  
August 26, 2024

## SUPERINTENDENT'S REPORT July 24, 2024 to August 19, 2024

### **Sampling: See lab data attached**

- **Gross Alpha Activity** – test to measure our overall radioactivity from naturally occurring radionuclides and some of the heaviest radioactive elements like Uranium, Thorium, Radium, Lead, Radon etc., as these breakdown and decay.
- **Radium 222 and 228** – similar to Gross Alpha testing, as radium will be tested in that group, however these are specific elements of radium.
- **Perchlorate** – an inorganic compound found naturally but primarily in fireworks or other explosive materials like ammunitions.
- **Synthetic Organic Compounds** – man-made chemicals used in pesticides, herbicides and fuel additives. These chemicals can leech into our ground water via septic systems, storm water runoff and adjacent properties that have utilized these chemicals for a form of treatment.
- **Volatile Organic Compounds** - these compounds can come from sources like solvents, cleaning products, paints, and exhaust from motor vehicles, that have leached or dissolved into the ground.
- **Completed 20 Lead and Copper Samples** – see attached 90<sup>th</sup> percentile data, this and individual results are required to be sent to all participating customers. Compliance paperwork has been sent to MassDEP, which will review time turnover compliance and post our lead and copper results to the state website.

### **Disinfection By Products (DBP's)**

- **Total trihalomethanes** – sum of four organic compounds that form when chlorine reacts with natural organic matter in water.
- **Haloacetic acids** – a group of five acids that form when water disinfectants, such as chlorine, react with other naturally occurring chemicals in the water.

### **Water main/service work/breaks this period:**

- Hydrant replaced at the corner of Lincoln and Grant. Section of Lincoln Street water service was shut down to install an isolation gate to the new hydrant.
- Raised East Road gate structures for Town paving. I expressed to Tim the need to notify all public utilities of repaving work, as his had already been raised, with no notification to other utility companies. Time is of the essence during gas and water leaks to protect and preserve the life and property of our residents. Repaving over critical infrastructure access, such as main isolation gates, is a liability issue for all public utilities.
- Hydrant and extension replaced adjacent to 2 Marshall Avenue. The street's water service was shut down to install an isolation gate to the new hydrant.

## Superintendent's Report

August 26, 2024

Page 2

- One inch CU line installed from pre-existing curb stop. Inspected for compliance to new house being built on East Orchard Terrace. Homeowners have been advised of the need to apply to us for activation.
- Two marked gates were struck and damaged during the milling of Park Street.
  1. The Town Hall 4" service - Replaced with an extension and cover.
  2. 14" main feeding Town - This gate started leaking and was excavated. We were able to stop the leak as it appears the shock just jarred the packing box loose. This gate has leaked prior with use. I have ordered a new gate for replacement which will take an estimated 6-9 weeks to be built.
- Galvanized service broke at the foundation of 5 West Street. Service was shut off and we are awaiting information on a contracted company for replacement from our main.

### **After hour customer/alarm calls:**

1. 8/21 - Monday @ 4:37 am, Scada call: CL Low/Low critical shutdown. Wait till in work to address. Air in chlorine suction line fouled pumping.

### **Daily work:**

- Level 1 drought issued on 7/25 and removed on 8/16 in compliance with our permitted conditions. The state implemented the drought for our region. We did not require implementation consistent with local conditions.
- Our equipment has been purchased to provide mobile hotspots for the functioning of tablets, as we migrate from paper to electronics for mapping, cross connection control, Dig Safe oversight, and increased security camera implementation.
- We again completed repairs to our roof to mitigate leaks.
- Our utility truck was sent to Atlantis for rust repair to utility box doors. This 2017 truck is scheduled for replacement in our FY 2026 budget.
- I have noted chlorine injection over the last month has increased to maintain a residual of .30 ppm and have noted the system is not maintaining residuals as well, as we have been dropping .02 ppm a month. We usually maintain a .22 ppm system residual, however July calculations arrived at .16 ppm. While I am awaiting lab reports to complete August, I anticipate residuals will be around .14 ppm. I have raised injection rates to .40 ppm to raise our distribution protection. Please be advised, normal surface systems injection rate is 2.0 ppm +, while the MCL for injection is 4.0 ppm.
- We have changed our well pumping strategy from ON at 29 feet and OFF at 33 feet to, ON at 29.5 and OFF at 33.5, to marginally increase pressure to the area of the connection of the Greylock Glen. We are now only 1.5 feet from the overflow at the 2MG tank.



## **Engineering Project Updates:**

**Floor Evaluation:** Our floor evaluation to meet OSHA requirements, for load ratings in the Fire Department, is progressing. At this point, I need to get individual axle weights for all trucks to proceed with the best possible calculations. We had a site structural evaluation in July completed to consider structural degradation.

**Lead Service Line Inventory:** Our inventory Federally mandated inventory has been completed.

As you are aware, we have no lead service lines in Adams. Our main issue is that all galvanized lines are being labeled as Galvanized Requiring Replacement (GRR). All public water systems are being tasked with replacing these service lines and being required to submit a Replacement Plan. This plan was referenced in my July report, costing approximately \$2.6 million. We are required to send out replacement letters to all customers with GRR services. The letter contains language that I disagree with, as we do not own any part of these. I have sent out our bylaws and construction documents for legal review to see if the wording in these documents is sufficient to prove this case. After legal review, I need to address MassDEP to receive permission to modify these letters to residents.

**Roof Recover:** Our draft bidding documents have been submitted for review. I will be requiring all bidders to complete a TBD roof site visit to be qualified to submit bids. I am still in the process of scheduling another site visit for engineering plan completion. I will be working to address the following items:

1. Site examination and pre-bid conference dates.
2. Performance bond requirement percentage.
3. Project kickoff date - this will not start until at least next spring. A review of industry workloads indicates we will just get overpriced bids if placed earlier.
4. Project scope time frame for completion once **notice to proceed** is issued (NTP).
5. Penalties for contract violation.

## **Sanitary Survey:**

Our Sanitary Survey by MassDEP took place on August 12<sup>th</sup>. I have included the questions reviewed prior to and during site inspections, highlighting issues that I believe will be referenced within our compliance report. I anticipate it will take a couple months for the report to arrive.

**Treatment Technique TT-1:** I have completed the calculations to see if we could achieve approval. It appears we would need a Clearwell to retain water to achieve the proper retention

time to meet approval. All systems without a treatment plant operate in the same manner we presently do to comply without certification, which essentially requires more focused sampling of well facilities in the event of a Total Coliform Detect in our distribution system (**Enterococci sampling**).

**2. Cross Connection XC-1:** As I have explained, I have already budgeted to have this program outsourced to Syncta corporation for better oversight to assist with compliance regulations. I believe we will be required to submit a new cross connection written plan.

**3. Atmospheric Storage Tanks AT-8:** While we exceeded this requirement for documentation, it was noted that a panel is leaking extensively, approximately 14' up on the backside of our East Orchard Tank. I have sent emails to Aquastore to see how we need to proceed.

**4. Atmospheric Storage Tanks AT-13:** This is the second year we have had water quality issues within our East Orchard Tank, believed mostly to be due to insufficient turnover and lack of insulation. I explained this tank has been brought down to the minimum acceptable height, and two metered blow-offs have been installed.

**5. Atmospheric Storage Tanks AT-14:** Our East Orchard Tank does have a PWM 150 mixing device, however it was placed in the tank by previous management without approval by MassDEP. I submitted a permit to MassDEP in 2018. We never received approval as it was absent an engineering stamp. This mixer is the proper mixer for this tank and prior administrators have not addressed the issue. I explained the issue with this tank is not a mixer, nor lack of insulation, which I believe are just temporary fixes to the larger issue. Engineers placed a 500,000-gallon tank in the place of a previous 100,000-gallon tank without increasing demand from the distribution system to manage turnover.

**Revised Total Coliform Compliance TC-4&5:** We have never submitted a mapping plan to MassDEP as I believe the former regulator utilized Google Earth for oversight of repeat Total Coliform sampling sites. I will look into how this task can be completed.

**Funding:** We discussed funding for Well 3 rehabilitation, which was denied previously, and tank issues. However, we both agreed (as I have noted in previous Superintendent's Reports), that SRF funding is being allocated largely to emerging contaminant issues.

#### **Greylock Glen update:**

- Our equipment installation was reviewed, and all 13 alarms tested for function, with only a couple minor issues that we worked out.
- Water has been turned on for **construction purposes only** and is not intended for public consumption until approval has been granted by MassDEP.

## Superintendent's Report

August 26, 2024

Page 5

- New schedule:  
**8/26 (TBD)** - DEP inspection with AFD, Town, WP, Operator.  
**8/26-30** - Address DEP comments and remaining punch list items, disinfection and testing of Outdoor Center plumbing systems.  
**TBD** - DEP and AFD approval to operate. The tank has been filled to capacity and chlorination of the Town's system took place on August 12<sup>th</sup>, with samples taken on the 13<sup>th</sup> and 14<sup>th</sup>.

### **Federal and State updates:**

- The Unregulated Contaminant Monitoring requirement Round 5 (UCMR-5) has released its newest quarterly update. Lithium was detected by 24.9% of public water systems above the reference concentration of 10 ppb in systems tested so far within United States.

## **DISCUSSION**

### ***Lead and Copper Samples***

Superintendent Barrett explained the Lead and Copper testing process to Member Lahey.

### ***Lead Service Line Inventory***

Superintendent Barrett explained that this is an unfunded, federal mandate for the replacement of lead service lines. He disagrees with some of the language in the letter which he must send out to approximately 280 customers with galvanized lines, per the EPA. Counsel has reviewed the documentation provided by Superintendent Barrett to support proposed changes to the letter, as well as the modified wording for the letter. Superintendent Barrett has contacted the DEP (which is the process) for permission to modify the language, which he believes is misleading, in the letter.

Lead lines have not been used in the District. Member Lahey stated that galvanized lines are still legal for use, which was confirmed by Superintendent Barrett. There are no lead lines to be removed and the parameters have changed regarding galvanized requiring replacement. Lead "goose-necks" or "pig-tails" connections were not used in the District. Connections in the District are thread and coupling, which pose no concern.

Annual lead statements will continue to be sent. Although the District is not financially responsible for replacements of galvanized service lines, the mandate states the District would be required to assist in scheduling a contractor if a customer requests.

Superintendent's Report  
August 26, 2024  
Page 5

***Sanitary Survey***

Superintendent Barrett referred to his report. He is working on writing the new cross-connection plan. He is in contact with Aquastore to determine next steps for the leak at the East Orchard Tank. Superintendent Barrett is working with DEP regarding the permit for the East Orchard tank mixer.

**Attachments to Report:**

1. Lab sampling data
2. Lead and Copper 90<sup>th</sup> percentile
3. DBP annual spreadsheet
4. Sanitary Survey questions

Respectfully submitted  
Adams Fire District Superintendent  
John C. Barrett

**Vice-Chairman Kleiner made a motion to accept the Superintendent's Report,  
Member Lahey seconded, Unanimous - Passed**

Bookkeeper/Office Manager's Report  
August 26, 2024

**Bookkeeper/Office Manager's Report**  
**July 26, 2024 – August 21, 2024**

- 35 Shut off letters were mailed on July 25, 2024, for Routes 9-12 & 109-112.
- 11 Door knockers were placed on Friday, August 16, 2024, with a shut off date, Wednesday, August 21, 2024.
- There were no shut offs.
- As of August 22, 2024, delinquent accounts over 60 days totaled \$9,375.75 and accounts over 90 days totaled \$15,666.05 compared to July 24, 2024, delinquent accounts over 60 days totaled \$1,146.66 and accounts over 90 days totaled \$15,403.22.
- The cash flow spreadsheet continues to be updated to monitor the District's Free Cash and Retained Earnings throughout the year.
- I received a tax check from the Town of Adams on July 31, 2024, in the amount of \$5,292.76. Leaving an outstanding balance of \$176,881.72 for FY24. On Monday, August 19, 2024, I received another tax check from the Town of Adams in the amount of \$156,459.36 (including interest of \$1,572.89) leaving an outstanding balance of \$21,995.25.
- On August 1, 2024, Entre' did the District's first tech visit. The visit went well. There were just a few small issues that were resolved.
- Assistant Clerk & Treasurer Lassonde attended MCTA school at UMass on August 13 through August 16, 2024.
- Assistant Clerk & Treasurer Lassonde and I continue to work on the process for the District's Free Cash.
- Assistant Clerk & Treasurer Lassonde and I continue to work with David Irwin, the District's Auditor from Adelson & Co on the District's Audit.
- The Special Election process continues to move forward, which will be held Tuesday, September 24, 2024.
- Reports attached:
  - Treasurer's Report
  - Appropriation – General Fund
  - Appropriation – Enterprise Fund
  - Gallons Billed – Monthly Report
  - Tax Collection FY24

Kathleen A. Fletcher  
Bookkeeper/Office Manager

**Vice-Chairman Kleiner made a motion to accept the Bookkeeper/Office Manager's Report,  
Member Lahey seconded, Unanimous - Passed**