

Prudential Committee Meeting  
December 30, 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, and Chief Engineer John M. Pansecchi. Clerk & Acting Treasurer Allen J. Mendel was absent.

Also present: Superintendent John C. Barrett, Assistant Clerk & Treasurer Victoria A. Lassonde, and Alert Hose Member Joe Koscinski. Bookkeeper/Office Manager Kathleen A. Fletcher was absent.

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

**APPROVAL OF MINUTES**

**A motion to waive the reading and approve the minutes for the Prudential Committee Meeting held on November 25, 2024, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous - Passed.**

**CITIZEN'S CONCERNS**

*None*

**UNFINISHED BUSINESS**

***Elected to Appointed Positions***

Chairman Satko asked the Committee members whether they had received and reviewed his proposed additions to the job descriptions. All members present responded that they had reviewed the recommendations. Assistant Clerk & Treasurer Lassonde stated that the Chairman's suggestions had been integrated into the job descriptions, reviewed, and approved by DLS and the auditor.

Vice-Chairman Kleiner asked for confirmation that this means the District can move forward with the new job descriptions. Chairman Satko asked when the new job descriptions would be effective. Assistant Clerk & Treasurer Lassonde responded that the new descriptions have been found acceptable, and would be effective in the next fiscal year, if approved at the annual meeting.

**A motion to accept the recommendations suggested by Chairman Satko was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous - Passed.**

Chief Engineer Pansecchi stated the job descriptions for the Fire Department should be completed by February.

**NEW BUSINESS**

***Adams Fire District Building Structural Review and Discussion***

Superintendent Barrett referred to his notes and stated that each Committee member was in receipt of a copy of the structural review from Hill Engineering. Hill Engineering has also submitted a proposal of \$1,800.00 to provide a sketch of the temporary cribbing and a

***Adams Fire District Building Structural Review and Discussion continued***

budgetary/construction cost estimate for the installation of the eight poles. Superintendent Barrett explained that there will be additional engineering costs.

Superintendent Barrett has received and reviewed the bids for the temporary cribbing, estimated at a cost of \$28,760.00. Vice-Chairman Kleiner and Member Lahey asked for an explanation of the reasoning behind installing temporary cribbing versus moving forward immediately with the permanent structural repair. Superintendent Barrett explained that core testing and load limit information must be completed. The installation of the temporary cribbing will provide support and allow time for further testing to be conducted so a final decision can be made about how to move forward.

Committee members discussed the potential costs to repair the current building (\$500,000.00 to \$750,000.00 for the flooring/support), the possibility of moving to another facility (several buildings were discussed, all require significant modification and expense), and how the repairs/move would be managed. Vice-Chairman Kleiner summed up the lengthy conversation, supporting the Committee's opinion that additional research and testing remains to be done prior to any final determination. Superintendent Barrett will continue to work with Hill Engineering for the temporary cribbing. Vice-Chairman Kleiner and the members of the Committee agreed that customer questions regarding the potential repair or move be referred to Superintendent Barrett or Chief Engineer Pansecchi. The office will be made aware of information to be provided to the public.

***Sign Invitation for Bid – Roof Replacement***

The Invitation for Bid has been signed.

***New Bill Message – January, February & March 2025***

**\*\*FIRE DEPARTMENT MEMBERS NEEDED\*\***

The Fire Department is in NEED of MEMBERS!

If you are 18 years or older, want to help your community, and become part of an amazing group, call 743-1929 or stop by the Fire Station for more information.

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**\*\*WATER DEPARTMENT ADVICE\*\***

Make sure your water pipes are protected from the cold over winter. Frozen pipes can be quite inconvenient, cause water damage, and result in costly water usage and repair bills!!!

**Happy 2025!!**

*Please make all checks payable to:  
ADAMS FIRE DISTRICT*

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

The next monthly Prudential Committee Meeting was scheduled for Monday, January 27, 2025, at 5:00 p.m. at 3 Columbia Street.

**CORRESPONDENCE**

*None*

**COMMENTS/CONCERNS**

***Alerts Parade Cart Trailer*** – Chief Engineer Pansecchi was approached by an Alert member asking how to obtain a Fire Department license plate for the new parade cart trailer. The previous parade cart trailer had a Fire Department license plate but the origins of that plate are unknown. One suggestion made to Chief Engineer Pansecchi involves “donating” the trailer to the District in order to obtain a Fire Department license plate. Vice Chairman Kleiner stated that he is not comfortable with the idea as this would make the District responsible for insuring the trailer and potentially liable for anything that happens to/with the trailer.

***Carryover of Vacation Hours*** – Superintendent Barrett stated he and Assistant Superintendent Johnson have vacation hours remaining and requested the Committee approve the carryover of the hours into 2025. Chairman Satko stated that the carryover requires Prudential Committee approval. Vice-Chairman Kleiner stated he has no problem with this, “they deserve it, they earned them.” Chairman Satko stated the hours must be used before the end of FY25.

**A motion to approve the request to carryover vacation hours was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**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 6:20 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

**PERIOD COVERED 11/18/2024 – 12/20/2024**

**DEPARTMENT RESPONSES: 47 Total Responses for 2024: 367**

**Fees received: \$1,365.00**

INSPECTION		PERMITS	
304 Inspection - Liquor License	3	Fire Alarm Install	1
Assist Resident – Provide Advice	1	Hot works	1
Energy Storage System Plan Review	1	Oil Burner	1
Evacuation Drill – General Business	1	Propane Tank Installation	1
Oil Burner Install	1	Smoke & Co Sale of Property	13
Photovoltaic Plan Review	3		
Plan Review	1		
Propane Tank Installation	1		
Residential multi-family	3		
Smoke & Co Sale of Property	12		
Certificate of occupancy	1		
Medical Facility	1		
<b>Total</b>	<b>29</b>	<b>Total</b>	<b>17</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** – I spoke with Mike Nugai and they are projecting a mid-January delivery. You may follow the trucks production process at <https://www.adamsalerts.com/news>.

**New Pickup** – The new pickup truck has been placed in service. With the possibility of heavy rain, we put all our portable pumps in the truck. We are leaving them in the truck as a burst of cold weather is coming and the potential for broken pipes increases. It will be used to respond to all medical calls.

## Chief Engineer's Report

December 30, 2024

Page 2

**AFG Grants** – I worked with AJ and the AFG Grant was submitted on December 18<sup>th</sup>. We have requested \$69,686.60 to cover the purchase of 12 dual-band portable radios. As a reminder, the plans are to transition to the 800 frequencies within 4 years. The estimated cost for our department was around \$300,000.00. If we get the grant, and with a previous purchase, our cost should be under \$200,000.00

**FY25 Firefighter Safety Equipment Grant** – Still waiting on the state to award the grants.

**Job Description Committee** – The Committee is working on a draft for the Chief's Position.

**Policy Book** – The second round of policies have been sent out.

**ESO Report Program** – We have gone live with our fire reporting. I am still waiting for our legacy training and incident report data to be transferred over. I spoke with them and they are working on the process.

On November 21<sup>st</sup> we received a donation from the Lions Club of \$2,400.00. I have ordered two 2 - 1/2" smooth bore nozzles and accessories. \$2,400.00 will cover most of the cost.

During the month I sent a letter to every member and engineer discussing attendance and the need to see an increase. Each letter was personalized to the individual with their attendance which they were asked to review. I also notified two members that they would be **removed from** the Fire Department as of January 1<sup>st</sup>. Combined, they have responded to 1 call in the last two years and no training.

On Thanksgiving Day @ 11:57 responded to 1 Jordan Street for an oven fire. Assistant Chief Grimes arrived first and was able to extinguish the fire with an extinguisher. Damage to the stove and turkey.

On 12/8/2024 @ 12:25 we were detailed to the Thunderbolt Trail for two injured hikers. As we arrived at the Glen dispatch provided us with GPS coordinates. It was determined that they were at the top near the road, and it would be quicker for Lanesboro to respond. Lanesboro was deploying their snowmobile when they were notified that snowmobilers in the area were transporting them down.

On 12/20/2024 @ 23:22 responded to 12 Summer Street for a reported fire alarm activated and smoke in the basement. Firefighters made an entry into the basement and located a dryer fire. The fire was extinguished. The dryer was a loss and there was smoke damage throughout the house.

### **DISCUSSION:**

**AFG Grants** – The District was awarded a grant of \$69,686.60 for an additional 12 handheld dual-band portable radios. Chairman Satko pointed out that each radio is valued at \$5,800.00. He asked whether these should be insured. Chief Engineer Pansecchi responded that they should look into insuring the handheld radios. He will discuss with Bookkeeper/Office Manager Fletcher. Chief Engineer Pansecchi explained to Member Lahey that Fire Department and Police Departments are being transitioned to the 800 system. The District has been gradually upgrading radios and pagers. Base radio will be done, and trucks will be next to transition.

Chief Engineer's Report

December 30, 2024

Page 3

**FY25 Firefighter Safety Equipment Grant** – The Chief Engineer said he emailed the state again today but has not had any updates about the grants.

**Firefighters** – Two firefighters are being relieved of duty for attendance issues. Chairman Satko addressed Chief Engineer Pansecchi asking whether these two individuals can remain Alerts. Chief Engineer Pansecchi responded that they will not be allowed to attend fire calls, but he does not decide whether they remain Alerts.

John Pansecchi  
Chief Engineer

Attachments:

Monthly report

Responding Personnel per Incident by Date Range

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

## SUPERINTENDENT'S REPORT

November 21, 2024 to December 20, 2024

### After hour customer/alarm calls:

1. 11/21 – Thursday @ 5:05 pm, Emergency Dig Safe call: West Road electric company pole strike, outside of District, no call out.
2. 11/23 – Saturday @ 3:53 pm, Alarms of Berkshire County (ABC): East Road power fail, Josh to respond and check station.
3. 11/24 – Sunday @ 4:40 am, ABC call: Low Water @ East Road low water alarm, Josh respond, Soft Start Fault that went unnoticed from power fail.
4. 12/14 – Saturday @ 9:10 am, APD call about excessive ice buildup on roadway adjacent 77-79 Friend with continual water running down the road. Checked area, a small stream is jumping a ditch on private property going to a catch basin, ice buildup of 3" to 4". Call back APD and advise to notify DPW. No callout.
5. 12/20 – Friday @ 5:19 am, Emergency Dig Safe call: Sinkhole repair RT 8 Cheshire. No water within area, no callout.

### Daily work:

- Completed the federally required Lead and Copper testing of our rotating list of qualifying, licensed daycares and schools, known as the LCCA Program. We complete this sampling twice a year and are required to search the state database prior to each sampling period to modify our list, adding any new schools or daycares that have opened within our service area. Thankfully, our list has remained the same this year with six different sites. This period we sampled two locations within Bart School and a daycare within Hoosac Valley Elementary School. Both locations had No Detect (ND) for Lead and minimal detections for Copper (CU). The results have been sent to both locations and delivery of the results has been certified to MassDEP.
- We have spent a substantial amount of time this period, going door to door, attempting to replace meters. We are now sending shutoff letters for failure to replace meters, as the remaining houses have had multiple knockers for replacement over the last ten years. It is essential to convert our system to full radio read to cease the operational costs of running two separate systems. Data entry for each meter update now has to be checked/updated in three locations to comply with the new Service Line Inventory Regulation, and I have noticed several properties that had not been previously entered. This period we have completed 92 meters.
- Meter Tampering charge issued for 15 Albert Street.

## Superintendent's Report

Page 2

December 30, 2024

- During a recent meeting with MIIA, I learned of an OSHA fine given to a nearby community for an employee injury. Subsequently it was found that the employee had not been properly trained to use the tool he was injured with. I have scheduled our new employees to take the OSHA 30 online training to assist us with 17 training requirements. Existing employees will take these classes at a later time as we have had some of the training previously.
- I have again changed the pumping level of our East Orchard tank to minimize freezing damage. The prior level was 40' - 42', and now is 37' - 40'. This tank height equates to a respective storage capacity of 330,632 to 357,440 gallons. Our highest service connection (also the lowest PSI) is @ HVHS, and the pressure has dropped 1.29 psi and is still 50 psi. There is no ice buildup within the tank at this time. As a reminder, the storage capacity in this area prior to the new tank was 100,000 gallons, and the fire suppression system within HVHS required pumps (that are still in place today), as we could not provide ample pressure.

### **Classes/meetings**

12/3: Hill Engineering for finalization of roof bidding documents and dates. **Refer to attachment.**

12/4: Hill Engineering for discussion of floor assessment findings, that has now really turned into an assessment of the building overall, from the 1<sup>st</sup> floor down to the supporting basement floor including the buildings superstructure. The evaluation from our engineers was received on 12/6/2024. I noted one error. The report states the evaluation took place on 7/26/24, however it is documented (within emails and my May Superintendent's Report) to have taken place on the date of 4/30/24, and again on 7/26/24. Please refer to the attached AFD building/floor summary for more information.

**No additional weight may be added at this time.**

**As a precautionary measure, it has been recommended that Fire Department trucks now only be moved one at a time within our building.**

**NO EXCEPTIONS!**

12/4: Adams Board of Health meeting for discussion of the Federal Lead and Copper requirements, including letter notifications. In addition, I explained to the board these results are within dwellings and not specifically what everybody is receiving from us, after a concern was voiced that our water contains Lead. I urged them to read our Consumer Confidence Reports (CCR) online. I have explained this issue over the years, and more specifically explained where the Lead and Copper results are derived from within that section of our CCR.

12/16: SRF class.

12/17: Stantec meeting to update the Capital Improvement Plan (CIP) with up-to-date issues.



## **Project Updates:**

### **Syncta:**

Training for the new online Cross Connection Program will be starting on Wednesdays in January.

### **Quality Street DOT bridge replacement:**

As a refresher, this project is going to merge our current 12" and 16" mains, feeding the Town from Cheshire into a singular 20" main to be located on the new bridge. I have been working with the engineers this month as the latest plans were void of the connections feeding Pinnacle Park and South Willow. Pinnacle Park is a crucial 8" main as it may end up feeding the Town in a very limited capacity as it transitions to 6" on Willow Street.

### **LSLR program update:**

AWWA filed a Petition for Review of the Lead and Copper Rule Improvements (LCRI) in the U.S. Court of Appeals for the District of Columbia Circuit. We believe the U.S. Environmental Protection Agency (EPA) had the best intentions when it formulated the LCRI, **but that implementation of the rule, in its current form, is not feasible.**

**First**, we are deeply concerned about the LCRI's approach to lead service lines on private property. The rule requires water systems to replace lead service lines (and galvanized lines requiring replacement under the rule) when the water system controls those lines. However, **the rule presumes that a water system "controls" a lead service line when it has "access" to that line. Under the Safe Drinking Water Act, access does not equal control. By attempting to define access and control as one and the same, the LCRI effectively expands the definition of a public water system to include private property and makes water utilities responsible for issues on private property they cannot necessarily address.** This interpretation sets a precedent that deserves careful examination.

**Second**, the LCRI's requirement to replace all lead service lines (and galvanized lines requiring replacement) by 2037 is not realistic. It bears repeating: AWWA strongly supports EPA's objective to replace every lead service line – regardless of what regulation is in effect. In fact, AWWA intervened in court to support the previous (2021) Lead and Copper Rule Revisions (LCRR) rule, defending its requirement for development and implementation of complete lead service line replacement strategies. However, under the LCRI, many communities will face significant financial, logistical and personnel challenges and will be unable to meet EPA's timeline for replacement. Nationwide lead service line replacement is an achievable goal, but only within a timeframe that recognizes local circumstances and a framework of shared responsibility among utilities, customers, government, and other stakeholders.

**Third**, AWWA is concerned about the impact of the LCRI on water affordability, particularly for households that struggle to pay for essential needs. **Utilities are already actively identifying and replacing lead service lines, and their real-world experience tells us that the costs of replacement are far higher than EPA's estimates. An AWWA sponsored study shows the actual cost of replacing each lead service line could average more than \$12,000, and EPA estimates there are approximately 9.2 million lead service lines nationwide. That means the aggregate cost of replacement could exceed \$100 billion, not including potholing and GRR replacement.** With federal funding from the Bipartisan Infrastructure Law due to expire in 2026 and enormous costs from a new PFAS regulation looming, consumer water bills will rise significantly under the LCRI and affordability challenges will grow.

### DISCUSSION

**Meter Tampering and Meter Replacements** – Superintendent Barrett stated that another meter was found to be tampered with, in addition to the one noted above. Chairman Satko asked whether the customer will be fined. Superintendent Barrett confirmed that both will receive fines. Member Lahey asked whether the fine is \$300.00, which Superintendent Barrett confirmed.

Vice-Chairman Kleiner asked whether tampering fines are automatically sent when a meter is found to have been tampered with. Superintendent Barrett confirmed that when meter tampering is discovered, a letter and a fine are sent to the customer. Member Lahey asked what happens when there is a second offense. Superintendent Barrett responded that to date there has not been a second offense.

Member Lahey asked whether customers are monitored afterwards. Superintendent Barrett responded that a file is kept for each tampering incident and it is noted in the account. Assistant Clerk & Treasurer Lassonde pointed out that the new meters have tamper sensors which alert the District to potential tampering.

Chairman Satko asked how many meters remain to be changed and whether this effort will continue throughout the winter. Assistant Clerk & Treasurer Lassonde responded that there are approximately 300 of 3000 yet to be replaced. Superintendent Barrett stated that this is when time is available to continue with the replacements, as the schedule in the summer is too busy.

Superintendent Barrett also pointed out that replacing the meters has been an ongoing effort for several years. Completing the replacements is of extreme importance to reduce the cost of running and maintaining two separate metering systems.

**OSHA Training** – Two new employees are undertaking the OSHA 30 Training. The Town was recently fined for a training violation. The District must continue to maintain OSHA compliance.

Superintendent's Report

Page 5

December 30, 2024

**Drought Information** – Chairman Satko asked Superintendent Barrett whether he'd received any input from the BOA regarding drought response protocol. Superintendent Barrett said he'd discussed this with the BOA, but they offered no input or direction.

**ATTACHMENTS:**

1. Roof replacement schedule
2. Hill Engineering Structural Floor Review
3. AFD Building/Floor Summary

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**  
**November 22, 2024 – December 26, 2024**

- 63 Delinquent letters were mailed on November 21, 2024, for Routes 1- 4 & 101-104.
- As of December 25, 2024, delinquent accounts over 60 days totaled \$0.00, due to BCAC Program and accounts over 90 days totaled \$15,721.40 compared to November 21, 2024, delinquent accounts over 60 days totaled \$0.00, due to BCAC Program and accounts over 90 days totaled \$17,545.52.
- The cash flow spreadsheet continues to be updated to monitor the District's Free Cash and Retained Earnings throughout the year.
- On November 21, 2024, Joe and Brady from Adelson & Co. came to the District Office to do field work for the FY24 audit.
- Jordan Meyer, MIIA Risk Management Advisor met with Assistant Clerk & Treasurer Lassonde, Superintendent Barrett and I on November 22, 2024, to discuss the annual review, regarding training and MIIA reward program.
- Through Special Legislation the Enterprise Fund was approved, December 11, 2024.
- Assistant Clerk & Treasurer Lassonde and I have begun working on FY26 budget.
- Assistant Clerk & Treasurer Lassonde and I continue to work on the process for the District's Free Cash.

**DISCUSSION:**

***BCAC***

Chairman Satko commented that the BCAC program was helpful. Assistant Clerk & Treasurer Lassonde commented that the program also caused issues. Accounts that received BCAC credits but don't use much water can carry large credit balances. These credit balances artificially offset the actual overdue balance. BCAC has ended the program and the District must refund remaining credit balances directly to the customer if the customer's homes is sold. The District does not retain the balance.

***Enterprise Fund***

Vice Chairman Kleiner offered congratulations on the approval of the Enterprise Fund.

- Reports attached:
  - Treasurer's Report
  - Appropriation – General Fund
  - Appropriation – Enterprise Fund
  - Gallons Billed – Monthly Report

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.**