

Prudential Committee Meeting
February 24, 2025

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, Chief Engineer John M. Pansecchi, and Member Michael J. Lahey. Clerk & Acting Treasurer Allen J. Mendel was absent.

Also present: Superintendent John C. Barrett, Bookkeeper/Office Manager Kathleen A. Fletcher, Assistant Clerk & Treasurer Victoria A. Lassonde, First Engineer David Lennon, Alert Hose Member Dave Lennon, and Fourth Engineer Dylan Grimes. Alert Hose Foreman John Duval arrived after the meeting commenced.

Chairman Satko called the meeting to order at 5:00 p.m. It was noted that the meeting is being recorded.

APPROVAL OF MINUTES

A motion to waive the reading and approve the minutes for the Prudential Committee Meeting held on January 27, 2025, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous - Passed.

CITIZEN'S CONCERNS

None

UNFINISHED BUSINESS

Elected to Appointed Positions

Chief Engineer Pansecchi addressed the Committee, stating he'd reached out to Attorney Narey to discuss the job descriptions and bylaws regarding the need to include "Engineer" in the Fire Department job titles. According to Mass General Law the title "has to stay with Engineer" however, internal bylaws can be written to reflect Chief, Assistant Chief, Captains, and Lieutenants, etc. Chief Engineer Pansecchi will work with Attorney Narey to modify language for the bylaws. He further stated that Fourth Engineer Dylan Grimes had worked on the Job Description Committee and was present to answer any questions the Committee may have.

Chairman Satko addressed Chief Engineer Pansecchi and the Committee stating the descriptions were quite lengthy and the duties were numerous. He noted that some of the positions would be volunteer but with a stipend, and considering the amount of work, he questioned whether volunteers would be willing to perform all the duties described. Chairman Satko further noted the descriptions for Chief and Assistant Chief listed the same duties and questioned whether all of the duties would actually be performed by the Chief. Chief Engineer Pansecchi explained that although the Chief Engineer may not perform those exact tasks, he is responsible for the oversight and completion of those duties.

Chairman Satko asked whether the job descriptions were "followed" from the fire departments of the Chiefs who gave input. Fourth Engineer Grimes explained that he'd had long discussions with "Scott from Great Barrington and Jerry from Dalton." Their suggested requirements included a higher level of mandatory, certified training for the Chief and First Assistant

positions. The requirements included in the drafted job descriptions were relaxed (from the suggestions provided by the Chiefs) to provide opportunities for current trained personnel. Chairman Satko asked whether current job descriptions exist. Bookkeeper/Office Manager Fletcher answered that there are current job descriptions for these positions. Fourth Engineer Grimes stated the requirements (detailed in the updated job descriptions) are strong and provide coverage from liability for the District.

Chairman Satko asked whether the current members are trained. Chief Engineer Pansecchi responded that everyone who comes into the Department is trained to Fire Fighter 1 and 2 to the best of the District's ability. Fourth Engineer Grimes noted that requirements for Engineer positions are stepped for progression. First Engineer Lennon stated this is one of the reasons behind changing from Elected to Appointed; to guarantee qualified individuals are filling the positions, not elected without proper qualifications.

Chairman Satko asked whether the updated requirements could be filled by volunteers and noted his concern that current volunteers may not be qualified if the new job descriptions are enacted. Fourth Engineer Grimes responded that the changes to the job descriptions affect the Engineer positions, not the volunteers. A discussion regarding the terms "volunteer" versus "on-call" ensued, resulting in Bookkeeper/Office Manager Fletcher stating she will contact Attorney Narey for correct terminology. Vice-Chairman Kleiner noted he attended the Job Description Meetings and felt they were very good and accurate; however, he felt the job descriptions could be condensed. Chairman stated that the Committee could not accept the job descriptions until the wording is updated.

Adams Fire District Building Structural Review and Discussion

Superintendent Barrett addressed the Committee to explain the results from Stantec's second opinion review of the Hill Engineering technical memorandum, as discussed in the previous meeting. Stantec's review concluded the structural integrity of the building is compromised "due to severe corrosion." Superintendent Barrett explained multiple repair scenarios and detailed the additional necessary repairs required based on Stantec's findings. Funding of \$230,000.00 has been proposed in the FY2026 budget to cover the costs of the temporary shoring detailed in Stantec's report.

First Engineer Lennon expressed his concerns about the condition of the current building, suggesting a long-term replacement plan should be created, ultimately moving to a new facility to support the current and future needs of the Fire Department. Chairman Satko agreed that while a new building is desirable, immediate repairs are necessary. Possible sites for a move of the Fire District were discussed, as well as storage options for the new fire truck when it is delivered. Chief Engineer Pansecchi noted that the new truck is not due to be delivered until springtime, minimizing concerns of freezing temperatures during storage of trucks during the building repair.

Adams Fire District Building Structural Review and Discussion, continued

When asked how long the temporary fix will last, Superintendent Barrett answered that the Hill report stated the shoring will allow for at least one year or more. Vice-Chairman Kleiner said this repair project should begin as soon as possible, not be delayed until FY2026. Bookkeeper/Office Manager Fletcher stated that a Special Meeting will have to be scheduled in order to transfer the funding into FY2025. Committee Members reviewed their calendars and March 18, 2025, was suggested as the date of the Special Meeting.

Vice-Chairman Kleiner made a motion to hold the Special Meeting at 3 Columbia Street, on Tuesday, March 18, 2025, at 6:00 pm, seconded by Member Lahey, Unanimous - Passed.

Sign Contract for the Alert Hose Trailer Donation

Chief Engineer Pansecchi presented the Committee Members with copies of two contracts developed with Attorney Narey. The contracts were reviewed, discussed, and signatures were collected, including Alert Hose Forman Duval on behalf of The Alert Hose Company.

Vice-Chairman Kleiner made a motion to execute the agreement with the Alert Hose Company, seconded by Member Lahey, Unanimous – Passed.

NEW BUSINESS

Sign Contract for Roof Recover Project

Vice-Chairman Kleiner made a motion to execute the contract for the Roof Recover Project, seconded by Member Lahey, Unanimous – Passed.

Vote Not to Offer Mail In Voting for Annual Election

Member Lahey made a motion Not To Offer Mail In Voting for Annual Election, seconded by Vice-Chairman Kleiner, Unanimous – Passed.

Set Date – Monthly Prudential Committee Meeting

The next monthly Prudential Committee Meeting was scheduled for Monday, March 31, 2025, at 5:00 p.m. at 3 Columbia Street.

Set Date – Informational Meeting

A Workshop for the information to be provided at the Informational Meeting was scheduled for Wednesday, April 9, 2025, at 5:00 p.m. at 3 Columbia Street.

An Informational Meeting to provide information regarding; Elected to Appointed, and Building Structural Repairs, was scheduled for Tuesday, April 15, 2025, at 5:00 p.m. at 3 Columbia Street.

CORRESPONDENCE

None

COMMENTS/CONCERNS

None

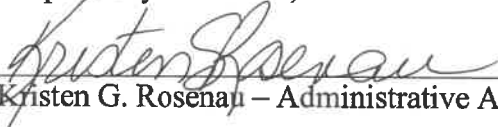
EXECUTIVE SESSION

None

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

The meeting adjourned at 7:19 p.m.


Respectfully submitted,



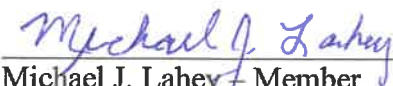
Kristen G. Rosenau – Administrative Assistant



Thomas A. Satko – Chairman



Richard G. Kleiner – Vice-Chairman



Michael J. Lahey – Member

PRUDENTIAL COMMITTEE