

Prudential Committee Meeting  
February 26, 2026

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

Also present: Superintendent John C. Barrett, Bookkeeper Victoria A. Lassonde, Assistant Clerk & Treasurer Lynne E. Alexander, and Berkshire Eagle reporter Jane Kaufman.

Chairman Satko called the meeting to order at 5:00 p.m.; it was noted that the meeting was being recorded and that the Berkshire Eagle reporter was also recording.

**Approval of Minutes**

**A motion to waive the reading and approve the minutes for the Informational Meeting held on January 21, 2026, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**A motion to waive the reading and approve the minutes for the Prudential Committee Meeting held on January 29, 2026, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**A motion to waive the reading and approve the minutes for the Prudential Committee Meeting held on February 13, 2026, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**A motion to waive the reading and approve the minutes for the Budget Workshop held on February 13, 2026, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**Citizen's Concerns**

***None***

**Unfinished Business**

***Elected to Appointed Position***

District voters approved the change from an elected to an appointed Clerk & Treasurer at the Special Meeting held February 19<sup>th</sup>. This still needs to pass on the ballot (Annual Election). The item should remain on the agenda because there are other items that will have to be addressed if this passes on the ballot; bylaws, reclassify positions, accept new job descriptions. The Committee agreed to keep this item under Unfinished Business.

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***Condition of District Building at 3 Columbia Street***

Building Advisory Group Updates – No changes or meetings.

**New Business**

***Review Bill Message for March 2026***

Review bill message for March 2026

<p><b><u>APPLY TODAY!</u></b> Volunteer Firefighters needed! No experience required, training provided. Please call 413.743.1929.</p> <p><b><u>WATER DEPARTMENT ADVICE</u></b> Continue to protect pipes from freezing and avoid damage and costly repairs.</p> <p><b><u>STAY INFORMED</u></b> Visit <a href="http://www.adamsfiredistrict.com">www.adamsfiredistrict.com</a> or follow us on Facebook.</p> <p><b><u>CONTACT INFORMATION</u></b> Please call 413.743.0179 Ext 11 or email <a href="mailto:krosenau@adamsfiredistrict.com">krosenau@adamsfiredistrict.com</a> to <b>update the name on your account, your address and telephone number.</b> Having current information on file is important so we can reach you if needed.</p> <p><i><u>Make checks payable to: Adams Fire District</u></i></p>
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***Set Meeting Dates***

Budget Meeting – March 4, 2026, 4:00 p.m. Budget books were distributed.

Prudential Committee Meeting – March 30, 2026, 5:00 p.m.

***Vote No Mail In Voting for Annual Election***

District residents can request Absentee Ballots, but there will be no Mail in Voting. The District does not offer that option.

**Vice-Chairman Kleiner made a motion to Vote No Mail In Voting for the annual election, seconded by Member Lahey, Unanimous – Passed.**

**Correspondence**

None

**Comments/Concerns**

None


**Executive Session**

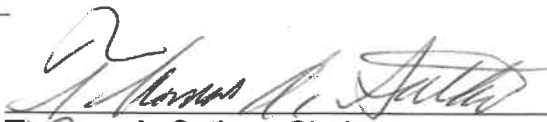
None

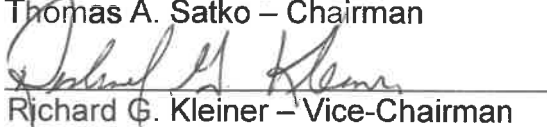
**With no further business to come before the meeting, Member Lahey made a motion to adjourn, seconded by Vice-Chairman Kleiner, Unanimous – Passed.**

**The meeting adjourned at 5:22 p.m.**

Respectfully submitted,

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

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

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

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

**PRUDENTIAL COMMITTEE**

## **Superintendent's Report January 22, 2026 to February 19, 2026**

### **Pumping:**

The month of January had 31 pumping days with a total of 36,196,000 gallons. The highest daily pumping was 1,323,000 gallons. The Glen system withdrawal was 1,683 gallons.

### **Watermain/service breaks:**

- 1/27 – Tuesday @ 11:00 am: 10" main break on Myrtle Street. Isolated main to only affect Adams Hometown Market, which was given notice, shutdown at 12:30pm, repaired and back in service at 2:10pm.
- 2/1 – Sunday @ 6:50 am: ABC call, Low water alarm @ East Rd pump station (East Hoosac 100,000 gallon tank). Upon arrival, East Hoosac Street was flooded, with houses being flooded at 70 and 71. The heavy flow of water overwhelmed East Hoosac and was flooding the street into Richmond Lane, Jordan and Kittler Avenues. Excessive snowbanks prevented water entering any catch basins. Our first task was to open a path to the river on East Hoosac to minimize damage, start listening on gates after removing snow, converse with multiple panicking residents, determine pumping shutdowns, followed by determining the source of the leak which by this point had emptied our tank. Both gates to mains on East Hoosac were quiet, mains under the bridge adjacent our pump station as well, which started our process of pulling sewer covers near pump station. This led us to find water penetrating a sewer structure adjacent East Road and Meadow Street. The water from the main was unable to permeate frost (3.5 feet deep) and the noise echoes throughout the frost, rendering our leak detection equipment useless. Please read the attached MassDEP Emergency Response Report for the boil water that we issued.
- 2/3 – Tuesday @ approximately 3:00 pm: Water break on Greylock Avenue. Prepped site for DigSafe call on the morning of 2/4. Leak found and repaired on 2/5 after we rented a hoe ram for our third hole (rented for 5 days). Water travelled down an old gas main that was just above

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

- Multiple house and service freeze ups.
- 2/2 – Monday @ 9:18 am: Contact Tim from DPW to flush sewer main to ensure no debris remaining in sewer main from water break.
- 2/4 – Wednesday @ 1:40 pm. Follow up with Tim, sewer main all clear.
- 2/13 – Friday @ 9:04 pm: Berkshire County Sheriff, flooding at 71 East Hoosac, call Zach and Kyle, basement flooded. Fire Department pumping, presumed water line broke inside as we had been there previously and documented a ruptured hot water tank. No heat in basement and windows missing. Shut service off to house.

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- 2/14 – Saturday @ 11:13 am: APD call to contact Mr. Rooter, flooding @ 71 East Hoosac again, sewer in basement. Speak with Tristan from DPW about running sewer main. Contact Nick to document findings.
- 2/16 – Monday: Town was called again on Monday to flush main by APD.
- 2/17 – Tuesday: Contacted Tim to request camera of sewer main. Meet Tristan to camera, root balls in main, no other debris evident.

**Daily work:**

- Respond to several service calls for houses with no water, many had frozen pipes internally, some had frozen and split meters (approximately 8), 5 frozen services with three being shut off due to ruptures. Grove Avenue had several residents with low water pressure, we located an abandoned house that had frozen/broken pipes to be the cause, which we entered and shut off until we had time to excavate the service.
- Continue completing backflow tests
- Glen Street Pump station heater failure on 2/12 (20 years old), replaced with new unit on 2/18.
- Multiple hydrant inspections. 1 Hydrant froze/thawed from water break use.
- Rear backhoe tires replaced.
- The Annual Statistical Report file has been released by MassDEP, and will be due by April 10<sup>th</sup>.

**Classes/meetings:**

- 2/4 – Attend pre-construction meeting for Quality Street bridge.

**New/Current projects**

- **Utility Truck purchase:**  
Truck arrived on Friday 2/6. Rack was not built to specification, cut the horizontal rack off to fit in garage. Atlantis cut down vertical supports and welded back together at proper height. Everything else was installed as ordered.
- **38 East Orchard Terrace:**  
Application for 1" connection approved for new dwelling adjacent Airport Road.
- **Park Street Bridge crossing:**  
Design completed, submitted for approval to MassDOT on 1/27/26. Follow up on 2/10 to see where we were with review and an answer to who was responsible for encumbering construction costs, as this question was submitted to them on 1/5/2026 with no response. The response received was the plans were under review, expected completion by 1/20/26. Costs were still being discussed.

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- **20 East Street:**  
Request to film main to ensure no ice present completed on 2/18. Pressure test completed on 2/19, and Chlorination scheduled for 2/23.
- **East Orchard Tank Modifications:**  
On hold.
- **MassDOT bridge replacement/Quality Street:**  
Maxymillian will be preparing temporary road to Route 8 first.
- **MassDOT 25% Cook Street bridge replacement design:**  
30% reduction in fire flow with main removed, main shall stay in place the duration of the project.
- **Master Meter upgrade:**  
Training scheduled for March 12<sup>th</sup>.
- **Emergency Response Plan:**  
Stantec is awaiting me to complete the EPA Risk and Resilience Assessment to move forward, which has a deadline for June to submit to the EPA. I have temporarily stopped working on this project to manage other priorities.
- **Building Advisory group update:**  
N/A

**Attachments:**

1. Public Notification Certification and Emergency After Action Report

Respectfully,  
John C. Barrett  
Superintendent

**Discussion:**

**New Truck** – Truck was delivered. The roof rack was too high. It was modified by Atlantis Welding and it now fits in the garage.

**20 East Street** – Pressure test passed. Chlorination is complete. Moving forward to communicate with the owner regarding paperwork, final connections, and testing. Chairman Satko asked whether the line had been video inspected. Superintendent Barrett confirmed that there was no ice in the line prior to the pressure test.

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**Park Street Bridge** – The review from MA DOT came back. They requested specs for the gunite and the steel.

**Cook Street Bridge** – Spoke with MA DOT regarding a temporary bypass to support fire protection. The main is necessary and will not be removed.

**71 East Hoosac Street** – Superintendent Barrett met with the DPW regarding the sewer main. The cap in the house had been removed which allowed the water to infiltrate the home.

**Insurance Claims** – Chairman Satko asked whether any claims had been submitted, due to the water break on East Road. Superintendent Barrett answered there were no claims that he was aware of.

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

**Bookkeeper's Report**  
**January 23, 2026 to February 19, 2026**

- Eighty-three (83) delinquent letters were mailed January 23<sup>rd</sup> for Routes #109-112. No shut off letters are mailed during the colder months; shut offs will resume in the spring.
- As of February 19<sup>th</sup>, delinquent accounts over 60 days totaled \$23,901.55 and accounts over 90 days totaled \$16,739.50, compared to November 20<sup>th</sup>, delinquent accounts over 60 days totaled \$10,575.30 and accounts over 90 days totaled \$6,617.04.
- Water commitments were applied to Routes #105-108 & 120 in the amount of \$160,289.18; 1,080 water bills were mailed out on February 11<sup>th</sup>.
- Budget books soon will be handed out. Information has been provided for both a 30/70% split and a 40/60% split, to better aid the Committee with their decision on whether to change the split of the indirect costs for the General and Enterprise Funds.
- Nomination papers were made available February 3<sup>rd</sup> for the following positions: Committee Member - 3 years, Committee Member – 2 years, and all the Engineers – 3 years. The Annual Report information has been submitted to Adams Specialty and Printing; the report will be available at the Annual Meeting.
- The 4-year contract with TownWeb, for \$1,470.00 annually, was signed and submitted. Payment was mailed February 18<sup>th</sup>; once payment has been processed, the front office will collaborate with their team to convert the information on our existing website over to their platform.

**Attachments:**

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

Victoria A. Lassonde  
Bookkeeper

**Discussion:**

**Direct Deposit** – Began Direct Deposit this past week. Personnel Rules and Regulations must be updated. Updates will be available for review at the next scheduled Prudential Committee meeting. This will affect the pay date if a holiday falls on a Monday. Chairman Satko asked whether all employees had been notified. Bookkeeper Lassonde answered that all employees were aware.

**Cheshire Pilot Program** – Pilot invoices have been received. The values were different. The overall value went up a little. The values were certified in 2025. The certification lasts for 5 years so the DOR said previous invoices cannot be adjusted. The three previous invoices for FY23, FY24, and FY25, and the most recent for FY26,

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**Cheshire Pilot Program, continued** – all were in the \$8,000.00 range. The total amount is \$34,165.90. Only \$27,000.00 was appropriated. The three previous invoices will be paid now, and the invoice for FY26 will be paid after funds are appropriated at the Annual Meeting. Bookkeeper Lassonde will contact Jennifer Morse, Cheshire Town Administrator, to explain.

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