

Prudential Committee Meeting  
March 16, 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, Member Michael J. Lahey, Chief Engineer John M. Pansecchi, and Clerk & Acting Treasurer Allen J. Mendel.

Also present: Superintendent John C. Barrett, Bookkeeper Victoria A. Lassonde, Assistant Clerk & Treasurer Lynne E. Alexander, First Assistant Engineer David A. Lennon, and Firefighter David J. Lennon.

Chairman Satko called the meeting to order at 4:00 p.m.; it was noted that the meeting was being recorded.

### **New Business**

#### ***Discuss Assistant Clerk & Treasurer Position***

Chairman Satko noted that members were all given copies of the job description. Bookkeeper Lassonde explained that there were three descriptions covering the same position. The current description has been reviewed. The word "assist" was added to the second description (update now), and the third is the description that will be utilized if/when the position becomes appointed. The only description being reviewed is the "update now" version with the addition of the word "assist."

**Post Position** – Bookkeeper Lassonde asked that the position be posted internally and externally at the same time.

**Member Lahey made a motion to post the position internally and externally at the same time, seconded by Vice-Chairman Kleiner, Unanimous – Passed.**

**Job Description** – Bookkeeper Lassonde explained that the job description to be reviewed and approved has "update now" indicated in the corner. The job description will be updated again if the Clerk & Treasurer position becomes appointed.

**Vice-Chairman Kleiner made a motion to approve the job description for the Assistant Clerk & Treasurer, seconded by Member Lahey, Unanimous – Passed.**

#### ***Appoint Laborer/Operator Position***

Superintendent Barrett explained that he'd conducted two interviews and selected candidate Matthew Hall. Neither of the candidates had licenses. Training will begin immediately upon hire.

Member Lahey asked whether it would be worth waiting for a candidate with licenses. Superintendent Barrett explained that he didn't feel that waiting would bring in more qualified candidates.

**Vice-Chairman Kleiner made a motion to hire Matthew Hall at Start step on the Laborer/Operator pay scale, pending the approval of all pre-employment testing, seconded by Member Lahey, Unanimous – Passed.**

(A reporter from iBerkshires arrived at 4:10 p.m. Chairman Satko paused to acknowledge the reporter and remind the Committee that the meeting was being recorded, adding that the iBerkshires reporter would also be recording.)


**Comments/Concerns**

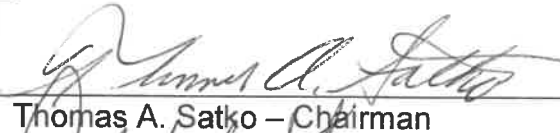
None

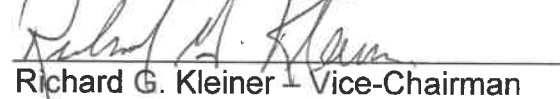
**With no further business to come before the meeting, Member Lahey made a motion to adjourn, seconded by Vice-Chairman Kleiner, Unanimous – Passed.**

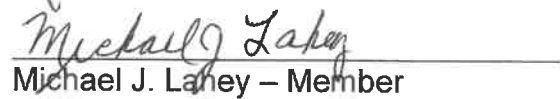
**The meeting adjourned at 4:12 p.m.**

Respectfully submitted,

  
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Kristen G. Rosenau – Administrative Assistant

  
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Thomas A. Satko – Chairman

  
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Richard G. Kleiner – Vice-Chairman

  
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Michael J. Lahey – Member

**PRUDENTIAL COMMITTEE**