

Prudential Committee Meeting  
January 29, 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, and Chief Engineer John M. Pansecchi. Clerk & Acting Treasurer Allen J. Mendel was absent.

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

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

**Approval of Minutes**

**A motion to waive the reading and approve the minutes for the Prudential Committee Meeting held on December 29, 2025, was made by Vice-Chairman Kleiner, seconded by Member Lahey, Unanimous – Passed.**

**Citizen's Concerns**

Resident Garrett Alibozek of 83 East Road attended the meeting to discuss his abatement request with the Prudential Committee. He explained that he did not agree with the usage amount and the charges being assessed on his most recent bill. Superintendent Barrett explained that the meter was flow tested and was reading accurately. The issue with the readings resulted from the radio portion not transmitting, but the meter assembly was operating correctly. The Committee and Mr. Alibozek discussed various aspects of the abatement request. Ultimately, the Committee denied the request.

**Vice-Chairman Kleiner made a motion to deny the abatement request for Alibozek at 83 East Road, seconded by Member Lahey, Unanimous – Passed.**

**Unfinished Business**

***Elected to Appointed Position***

Chairman Satko noted the successful turn-out for the informational meeting held at the Council on Aging on January 21, 2026. The feedback he'd received from an attendee was that people do not want to pay for a full-time Fire Chief position.

Vice-Chairman Kleiner stated that the two people at the meeting who were vocal about opposing the change from elected to appointed positions do not trust Town government and therefore do not trust the District. He did note that attendance was better than previous informational meetings and he was glad that people listened. He stated the topic should now be removed from the agenda. Bookkeeper Lassonde added that the results will be determined at the special meeting and the topic could be removed from the agenda following the meeting.

***Elected to Appointed Position, continued***

Chief Engineer Pansecchi voiced his disappointment with the Committee's decision to alter the process of changing the Fire Chief position from part-time to full-time. Originally, the question was to change from part-time (elected) to full-time (elected). Now the question will be to change from part-time (elected) to full-time **IF** on the position becomes **appointed** in 2027. He felt he should have been included in the conversation regarding this change.

Vice-Chairman Kleiner stated he appreciates Chief Engineer Pansecchi's perspective, but he does not feel the position should become full-time if it remains elected. Chief Engineer Pansecchi said he understands the concerns regarding the position becoming full-time if it remains elected but objects to changing the parameters after the previous option had been presented to the public.

He noted that the voters are mostly concerned about the financial aspect, which could be resolved if the question focused only on changing from part-time to full-time. With this change in process, he feels the question of money will remain outstanding for at least another year.

Additionally, he expressed frustration with District voters previously rejecting the change to full-time and is concerned that if this change is rejected again, many of the issues faced by the Fire Department will continue. Vice-Chairman Kleiner indicated that he understands the frustration, but added the voters ultimately decide.

Member Lahey asked when the special meeting will take place. Chairman Satko answered that it is tentatively being held on February 19, 2026, at 6:00 p.m., but that would be discussed later in the meeting.

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

Building Advisory Group Updates – The Group chose Brian Humme Architects, a company which specializes in Public Safety Design, to conduct a Space Needs Assessment at a cost of \$8,000.00 (details in the Superintendent's Report). Brian Humme provided an outline for how to move forward. This allows a year for the District to review information, discuss, and make decisions.

**New Business**

***Set Meeting Dates***

Budget Workshop & Meeting(s)

Budget Workshop – February 13, 2026, at 10:00 a.m.  
Budget Meeting – March 4, 2026, 4:00 p.m.

Special Meeting – February 19, 2026, 6:00 p.m.

Prudential Committee Meeting  
January 29, 2026

***Set Meeting Dates, continued***

Annual Election and Meeting

Election – May 12, 2026, 10:00 a.m. to 6:00 p.m.  
Meeting – May 27, 2026, 6:00 p.m.

Prudential Committee Meeting – February 23, 2026, 5:00 p.m.

David Lennon Jr. asked whether elections could be held on weekends to accommodate more voters. Chairman Satko asked Bookkeeper Lassonde to review the MGL to find out whether elections are allowed during weekend hours.

***Sign the Special Meeting Warrant and Recommendations***

**Vice-Chairman Kleiner made a motion to accept the Special Meeting Warrant and Recommendations for February 19, 2026, seconded by Member Lahey, Unanimous – Passed.**

**Correspondence**

Vice-Chairman Kleiner read the resignation letter presented by Chairman Satko. Vice-Chairman Kleiner asked Chairman Satko stay for another year but understands his reasons for leaving. He accepted the letter with regret. Member Lahey voiced his appreciation.


**Comments/Concerns**

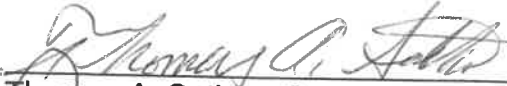
Chairman Satko asked whether the Greylock Glen's rate will increase if the water rate increases. Superintendent Barrett answered "Yes. The rate will increase at the same percentage the water rate.

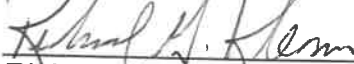
**With no further business to come before the meeting, Member Lahey made a motion to adjourn, seconded by Vice-Chairman Kleiner, Unanimous – Passed.**

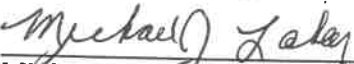
**The meeting adjourned at 6:59 p.m.**

Respectfully submitted,

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

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

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

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

**PRUDENTIAL COMMITTEE**



**Chief Engineer's Report  
January 29, 2026**

- On December 14<sup>th</sup> we started covering 6 pm to midnight and midnight to 6 am with a driver. To date we have covered 71% of the 6 to midnight shifts and 86% of the overnight shifts. It is comforting to know that, the majority of the time, we have a driver responding.
- Procedure Book: This is a work in progress.
- 800 Frequency: No update on when this is going into effect, but we should work on upgrading our radios to be prepared for the change. I will have more attached to my budget.
- Trailer: We are having a hard time finding a body shop to address this. We are looking at different options and hope to have a plan in place shortly.
- Junior Firefighter Program: We added another junior member during the month of December. We reached out to Hoosac Valley High School and they have passed the information on to the students. We have had three additional inquiries. As the program grows, we will be starting to do separate drills for the Juniors. They also will be attending Tuesday night drills with the membership.
- New Apprentice: No new apprentice applications at this time.

**Response Calls:**

- December 29th @ 09:18: responded to 53 East Hoosac Street for a male party stuck on a roof. Subject assisted down off the roof.
- December 30th @ 00:34: responded to McDonalds for smoke in the building. Determined the cause to be a belt burned up in a heating unit on the roof.

**Attachments:**

- Monthly report
- Incident Details
- Percentage of Calls attended by members for 2025 & 2026
- Chief's Activity Log
- Part time Employees Log

John Pansecchi  
Chief Engineer

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John Pansecchi  
Chief Engineer

**Discussion:**

**Grants** – The District is eligible for a \$15,500.00 state Safety Grant. The application will be submitted in February. This grant is based on a point system which may leave additional money available.

**Part-time Firefighters** – Firefighter DeMartino's hours have changed so he is no longer available on Mondays. There is a possibility he will be available some afternoons. Firefighter Beagle is changing jobs and no longer available. There was an applicant from Orange, but considering the distance, he's not a viable option.

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

**Superintendent's Report  
January 29, 2026**

**Superintendent's Report  
December 23, 2025 to January 22, 2026**

**Pumping:**

|                | <b>GRAND TOTAL</b> |                                 |                                    |                              |
|----------------|--------------------|---------------------------------|------------------------------------|------------------------------|
|                | <b>Gallons</b>     | <b>Highest Daily Total Date</b> | <b>Highest Daily Total Gallons</b> | <b>Daily Average Gallons</b> |
| January        | 25,303,000         | 1/10/2025                       | 998,000                            | 816,226                      |
| February       | 22,687,000         | 2/26/2025                       | 995,000                            | 810,250                      |
| March          | 26,214,000         | 3/1/2025                        | 1,014,000                          | 845,613                      |
| April          | 25,723,000         | 4/8/2025                        | 1,190,000                          | 857,433                      |
| May            | 25,596,000         | 5/29/2025                       | 982,000                            | 825,677                      |
| June           | 28,875,000         | 6/26/2025                       | 1,041,000                          | 962,500                      |
| July           | 32,131,000         | 7/18/2025                       | 1,183,000                          | 1,036,484                    |
| August         | 31,582,000         | 8/13/2025                       | 1,154,000                          | 1,018,774                    |
| September      | 29,622,000         | 9/29/2025                       | 1,169,000                          | 987,400                      |
| October        | 30,119,000         | 10/16/2025                      | 1,168,000                          | 971,581                      |
| November       | 28,611,000         | 11/20/2025                      | 1,092,000                          | 953,700                      |
| December       | 33,526,000         | 12/29/2025                      | 1,301,000                          | 1,081,484                    |
| <b>Totals:</b> | <b>339,989,000</b> |                                 | <b>A.D.D.</b>                      | <b>931,477</b>               |

**Watermain/service breaks:**

- 1/9/26 at 10:30 a.m., while excavating near the site entrance at 20 East Street, workers struck the main and created a 360-degree break resulting in service disruption to approximately 35 customers while we repaired the damage. We installed 5' of 4" ductile, re-tapped and replumbed service connections, and installed a gate in approximately 1 hour and 50 minutes of water service outage. We calculated water loss to be approximately 40,000 gallons, largely due to us excavating the main while live to see the damage and assess a repair solution (picture attached).

**Sampling:**

- A total of 197 coliform samples has been collected for the year 2025 with 1 TC positive sample in July from well 2A raw water (untreated), the finished water (treated) was absent, resulting in no MassDEP violation. As a reminder, we removed the well from service and chlorinated the well system, re-sampling proved the process to be effective.

**After hour customer/alarm calls:**

- 1/14 – Wednesday @ 4:50 p.m., ABC call to on call phone (John). Water level low alarm @ East Road Pump Station. Zach responded, pump was turned off by Josh to complete leak detection and not placed back in auto.

## **Superintendent's Report**

### **January 29, 2026**

#### **Daily work:**

- We read all meter routes in Town to try to figure out why our usage is so high, resulting in three dwellings with high usage/internal leaks.
- We have completed leak detection, which has determined 7 locations that require further investigation into noise. We also inspect for frozen hydrants during winter leak detection, with one hydrant being frozen on East Street.
- We have serviced all our small, motorized equipment, replacing a damaged seal that leaked gear oil out of our trash pump and a cracked gas tank on our jumping jack.
- Monthly tank inspections revealed a low voltage fault code on our 2-million-gallon tank mixer which had shutdown, in addition to a VFD drive cooling fan failure. I believe this was the result of the voltage drop on December 19<sup>th</sup> from the power line fire at Specialty Minerals. We reset the fault and returned to service, cross referenced the cooling fan and ordered.
- We replaced the tires on our Toyota and had to purchase a new tire for the Ranger, which developed a puncture from something between the tread and sidewall.
- I have asked Re Erickson company to replace our failed chart recorder controlling East Road pump station (digital readout screen fail). They seem to be hesitant on completing this as the technology is antiquated. Programming may be an issue along with obtaining a replacement recorder.
- We have completed 432 DigSafe mark outs this year.
- One service connection request for new house located at 38 East Orchard Terrace, adjacent Airport Road.

#### **Classes/meetings:**

- 12/23: Meeting at wellfields with Cheshire Tax Assessor. We measured existing buildings. Chemical storage to be added, in addition to Generator pad and propane tanks, where noted.
- 12/23: Site visit to 20 East Street with Building Inspector.
- 1/2: Meeting with structural engineer from Stantec to start designing pipe support replacements for our 14" main on Park Street bridge.
- 1/9: Meeting with Stantec to remove several aspects of the design phase for us to complete in-house, bringing engineering services down to approximately \$47,500 for design from the original \$62,000. The balance we hope to reallocate for other unexpected emergent projects for bridge issues.
- 1/13: Meeting with MassDOT, BSC, and Maxymillian personnel at Quality Street bridge. See project update below.

#### **New/Current projects**

- **Utility Truck purchase:**

We received a trade-in quote of \$13,900 for our existing utility truck with approximately 66,000 miles. I expect the new truck to be here in February with a new cost of approximately \$87,400 with trade-in.

**Superintendent's Report**  
**January 29, 2026**

- **Park Street bridge crossing:**

On 12/29/25 MassDOT informed me that a recent bridge report (last conducted in 2018) shows 7 of the 11 pipe supports have rotted away from the bridge structure on Park Street, the remaining are not sufficient. Re-supporting this pipe immediately is a priority. On 1/9 we also selected one of three designs to move forward with design plans to be approved by MassDOT. We expect the design process to cost \$10,000. Please see partial bridge inspection report and pictures. The full 26-page report is available upon request.

- **20 East Street:**

Site work began on 12/31/25. We have been inspecting the pipe construction daily to ensure installation is completed within specifications needed. Aside from the damage from the water break, the project is moving along. I expect pressure testing and chlorination to be completed in the next couple of weeks.

- **East Orchard Tank Modifications:**

MassDEP Sanitary Survey quarterly update was completed on 12/31/25 as required. Additional information within 1/9 meetings on page 2.

- **MassDOT bridge replacement/Quality Street:**

We met onsite at the bridge and discussed redesigning the piping with MassDOT engineers and their design group BSC. MassDOT agreed during our meeting to have BSC redesign the piping in accordance with onsite discussion. This new design will be time-saving and more cost efficient. The new design limits the excessive 90 degree bends I was concerned with as it merges 2 pipes, temporary and permanent, into a single pipe design for both phases.

- **MassDOT 25% Cook Street bridge replacement design:**

MassDOT will be replacing the bridge on Cook Street. The duration of the bridge closure will likely be about one construction season (April 15 - Nov 15), tentatively in 2029. They have requested to remove the bridge in its entirety to limit costs and project times for the project. My concerns moving forward are that our Town/service area is completely split by the flood control system/Hoosac river. We have mains feeding this divide on Center Street, Spring Street, Cook Street and Lime Street. I have requested Stantec to complete a hydraulic analysis run to see if we can maintain adequate fire protection in this service area with the Cook Street connection to Columbia Street being removed. This connection is an 8" main that is downsized to a 6" just after the bridge before the connection to Crotteau Street. This is another unexpected cost we hope to re-appropriate.

**Superintendent's Report**  
**January 29, 2026**

- **Master Meter upgrade:**  
Our new reading equipment has arrived. We will be scheduling training when we have the availability. I will await the delivery of our new utility truck to install the new antenna systems needed to read the old 3g and new Harmony platforms simultaneously.
- **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:**  
Per our 11/20/25 meeting, the Group agreed to move forward with finding a company to submit a quote to perform a **building needs assessment** (as referenced within prior Prudential Committee meeting minutes). After reviewing information about other companies utilized in this process, I contacted Brian Humme Architects. This company specializes in Public Safety Design with an extensive history (attached), including an ongoing contract with Dalton, recently in the Berkshire Eagle. During conversation with Brian, he strongly recommended completing the following processes in order, as follows:

Pre Referendum Services

1. **Space Needs Assessment (SNA):** Establishes the needed internal square footage of facility for the next 20 years of service in addition to external space requirements.
2. **Site Assessment (SA):** Evaluates available sites based off SNA, ISO response times, and site viability.
3. **Schematic Design:** Designs building based off SNA and SA, special considerations to building materials to meet budget constraints.
4. **Cost estimates:** Cost estimate of the project utilizing engineering software. (We complete this for every project proposal for budgeting purposes.)

**Attachments:**

1. MassDOT Park Street bridge inspection
2. 20 East Street repair
3. Brian Humme Architects building design history

Respectfully,  
John C. Barrett  
Superintendent

**Superintendent's Report**  
**January 29, 2026**

**Discussion:**

**Park Street Bridge Crossing** – This is a Special Meeting warrant issue. Will ask to reappropriate funds from East Orchard Project for this unexpected expense. This is a 14" main restrained pipe. Superintendent Barrett has approved the design and is awaiting MA DOT approval. Technically, MA DOT is responsible for this repair because it is part of their super structure. The District can't wait for the decision regarding funding because this needs to be done.

Chairman Satko asked Superintendent Barrett whether he had contacted the Conservation Commission to be certain they are aware. He answered that he had not, but he will. Funding required would be approximately \$85,000.00. The estimated amount of time to complete the repair is approximately two weeks, but Superintendent Barrett believes it can be completed in less time.

**Quality Street Bridge** – This job was put out to bid but without District input. The initial design was not approved by Superintendent Barrett. He has since worked with BSC Group to redesign the water lines included in the plans. BSC Group has submitted the design to MA DOT. The District is awaiting MA DOT approval. This project will start in the spring.

**Cook Street Bridge** – This is scheduled to occur April 15 to November 15, 2029. This expense will be addressed at the Special Meeting to reappropriate funding from the East Orchard project. Fire protection pressure will be decreased while this project is underway. Superintendent Barrett will work with Chief Engineer Pansecchi to address pressure issues. Chief Engineer Pansecchi confirmed with Superintendent Barrett that the pressure decrease will only be an issue during the bridge removal/replacement. Chairman Satko asked about using the footbridge. Superintendent Barrett explained that main was discontinued.

**20 East Street** – The pressure test failed. This usually means a joint is leaking. The District does not do pipe projects in the winter due to freezing temperatures. Multiple elevation changes in the trench, with pipe up to 4-1/2 feet. The frost got too deep because the trench was fully excavated and exposed to the weather. Another pressure test at this point would not be accurate because water is frozen in all the joints. Superintendent Barrett told them they would have to bury the pipe deeper, but the ground is frozen. He may tell them to cease and desist until spring. They did remove a portion of the District's piping. Repairs were made. Superintendent Barrett will bill the owner.

**Superintendent's Report  
January 29, 2026**

**Orchard/Glen Street Project** – Originally the cost was estimated to be around \$403,000.00. The District will handle the project with no general contractor. Now the cost will be approximately \$200,000.00 and the cost will be addressed at the Annual Meeting to appropriate funds. The mixer will be included in the Special Meeting warrant. Member Lahey asked whether we have the manpower to do this project. Superintendent Barrett said they would figure it out.

**Ultrasonic Meters** – The meter amount has been increased to cover the additional meter expense. The District has purchased some ultrasonic meters so the 1" and under meters can be replaced as they begin to fail. For meters over 1" the expense for the meters will be dealt with in a pass-through account. The District will purchase the meter and charge the customer when a meter is installed. This is a change in process from the previous arrangement where the large meters were purchased by the customer directly from Ferguson. Member Lahey asked whether customers object to paying for meters. Superintendent Barrett answered that this is written in the by-laws. Some of the meters are over \$10,000.00.

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

**Bookkeeper's Report**  
**December 25, 2025 to January 22, 2026**

- As of January 22<sup>nd</sup>, delinquent accounts over 60 days totaled \$10,575.30 and accounts over 90 days totaled \$6,617.04, compared to November 20<sup>th</sup>, delinquent accounts over 60 days totaled \$12,729.16 and accounts over 90 days totaled \$7,978.42.
- Water commitments were applied to Routes #101-104 & 115 in the amount of \$238,320.56; 1,012 water bills were mailed out on January 14<sup>th</sup>.
- On December 31<sup>st</sup>, MIIA issued the Risk Management Grant check to Herc Rentals for the \$10,000.00 toward the purchase of the modular shoring for the Water Department.
- W2s, 1099s and 1095s were processed and mailed to employees/vendors on January 8<sup>th</sup>; the information will be mailed to US Treasury and Commonwealth on January 27<sup>th</sup>.
- At the beginning of January, a memo was provided to all employees regarding the required Annual Ethics training.
- Quarterly State, Federal and Unemployment taxes were processed and submitted on January 6<sup>th</sup>.
- Two (2) licenses for Adobe Acrobat editor were purchased. Asst Clerk & Treasurer Alexander has been working on converting all District forms to a fillable format.
- The 2026 Annual Election and Annual Meeting season has begun. Nomination papers will be available for all open elected positions on February 2<sup>nd</sup>. Information has started to be gathered for the 2025 Annual Report.
- I recommend updating to a new website in FY26. The 4-year contract with Town Web is \$1,470.00 annually and will need to be signed by February 28, 2026.
- OSHA Form 300A (an annual summary of work-related injuries and illnesses that employers must complete and post per OSHA regulations) was completed and will be posted in a visible location from February 1<sup>st</sup> through April 30<sup>th</sup>.
- Tax revenue turnover in the amount of \$310,506.53 was received from the Town of Adams on January 20<sup>th</sup>, with the following breakdown: Fire Protection - \$245,581.65, Street Lighting - \$64,590.28, Late Penalty Interest - \$334.60. The District should now receive turnovers monthly as per the recommendation of our Auditors.

**Meetings:**

- **1/9:** *Stantec*, meeting with Chris Nichols (Stantec Engineer), Supt Barrett & Asst Supt Johnson at the District office to review status of all current projects (Bookkeeper Lassonde)

**Bookkeeper's Report  
January 29, 2026**

**Attachments:**

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

Victoria A. Lassonde  
Bookkeeper

**Discussion:**

**Adobe Acrobat** – Superintendent Barrett and Assistant Clerk & Treasurer Alexander now each have a license so they are able to edit and make fillable forms to be accessed online. Chief Engineer Pansecchi already has a license.

**Website** – Bookkeeper Lassonde would like to begin changing over to the website now. There are funds available in Office Expense. We need to sign a four-year contract, \$1,470.00 per year by February 28, 2026 to lock in the price. This will give us one year to be ADA compliant.

**Vice-Chairman Kleiner made a motion to authorize Bookkeeper Lassonde To sign the four-year contact with TownWeb, seconded by Member Lahey, Unanimous – Passed.**

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