



TOWN HALL | 3 EAST MAIN ROAD | PERU, MA 01235

**SELECT BOARD MINUTES | September 10, 2018 at 6:00 P.M.**  
COMMUNITY CENTER

**Present:**

Ed Munch, Chairman/Historical Commission  
Bruce Cullett, Selectman/Police Sergeant  
Verne Leach, Selectman/ACO/Transfer Attendant  
Caleb Mitchell, Town Administrator/Con Com  
Justin Russell, Highway Superintendent  
Brian Dewkett, Fire Chief  
Evelyn Torrey, Accountant  
Kim Leach, Town Clerk

**Residents:** Colleen LaRochelle

**Guest(s):** Anna Osborne, Williamstown Town Accountant

Item 1: **Call to order:** 6:00 p.m.

Item 2: **Roll Call:** Chairman Munch present, Selectman Leach present, Selectman Cullett present

Item 3: **State recording status:** Selectman Leach

Item 4: **Review and Approve Meeting Minutes for 8/27/18**

Mr. Munch motions to approve 8/27/18 BOS Minutes pending changes. Mr. Leach seconds. All in agreement.

**VOTE 3-0**

Item 5: **Report from Departments**

**Fire – Fire Chief Dewkett Reporting**

Chief Dewkett reports that he has been able to get his pagers & portables programmed, but still has no base radio. He also reports that there will be a couple bills from LP Adams. Purchases were made from there, to make a more efficient shelving set-up for the spare gear that's upstairs.

Speaking about a lightening strike, Mr. Munch asked if there would some kind of arrestor or something set up where this isn't likely to happen again? Chief Dewkett hasn't had a chance to talk to anyone about this.

**Highway – Superintendent Russell Reporting**

Supt. Russell informed everyone that Brad quit his job on August 29, 2018 at the Highway Dept., and that he has the job posted again after working with Treasurer/Tax Collector Wendling on that. Supt. Russell said that he has someone in mind that he has reached out to. He's a former employee of the Chester Highway Dept. He has all his license's, and has many years of construction and highway experience. This is someone we'd have to offer more money to if we want to pull him in. Mr. Munch told Supt. Russell he'd have to find out what he wants for money.

Supt. Russell said Palmer Paving started working two weeks early compared to what they originally told him. They only have about a day left of paving if the weather cooperates for Wednesday, then they'll come next week to chip seal the one mile section. Supt. Russell said that he did add to the job a little bit, where he decided to mill around the island, and then down the sides of the road to make the road a better level surface. That, and road wide on the edges, because there's a drop-off where the binder section is. The total price for that was \$11,500.00, but he also cut down about 500 ton of gravel, so \$8300.00 was saved. Supt. Russell said they still have about ¾ ton of milling. He said that we're in the same ball park for price. Supt. Russell indicated that Palmer Paving did return the contract.

Supt. Russell said the Dept. of Labor came up, and talked a little about Travis's eye injury. He asked a few questions, but didn't talk much about it. He did go around the whole garage and pointed out a few things. He's here more to guide us, because there's a new set of OSHA Regulations coming up by February 1, 2019 that they want us to be compliant. He's sending templates on what we have to do and fill out. He will be sending his report as soon as he's done with it.

The State Forest Rep. of DCR, stopped to see Supt. Russell, where he talked 2 years ago about giving us money for gravel for Curtin Rd. They're going to be putting out a bid to do some logging for Garnet Mtn. He's looking to find out if the town has any kind of ownership to the road pulling off Curtin Rd. up to the top of Garnet Mtn. If the town does have ownership, if they could get a letter stating that they're allowed to use the road to haul out of. Mr. Munch believes we don't have any jurisdiction on that.

Supt. Russell wanted to talk about Dale Weeks pay rate. He said that a couple years ago, he was making a temporary rate of \$12.00 per hour, now he's at \$15.00. He's been working as a full time employee give or take a few hours a week. He would like to increase his pay to \$18.00 per hour. He has helped out anytime we've been short-handed, pretty much throughout the summer.

Mr. Munch motions that we increase Dale Weeks temporary pay to \$18.00 per hour to make it even with the full time workers. Mr. Leach seconds. All in agreement. **VOTE 3-0**

Supt. Russell asked how the BOS would feel about paying him retroactive from July 1, 2018.

Mr. Cullett did the math, figuring 360 hrs. at \$3.00 per hour for the retroactive pay totaling \$1080.00. Treasurer/Tax Collector said that we've been down 1 guy, and now we're down another guy again.

Mr. Cullett motions to make the \$3.00 per hour increase retroactive back to July 1, 2018. Mr. Leach seconds. All in agreement. **VOTE 3-0**

#### **Town Administrator – TA Mitchell Reporting**

TA Mitchell has posted the Highway Job on the i-Berkshire site. He has also posted it on the outside bulletin board at Town Hall.

TA Mitchell said he went to a workshop in Southampton regarding the new OSHA Law that's going to be adopted by the State starting in February. That's just for Fire. There will be more for Highway, Police, etc. Everyone has to be part of the new regulations. TA Mitchell said they're more concerned about worker safety than they are anything else.

TA Mitchell said Mass DEP Grant Agreement was signed and returned to them. They will be sending us an Inspection Report for us to sign and return.

TA Mitchell said there was a Manager's meeting last Friday. The priority now is to provide the re-cap numbers so the Assessors can set the Tax Rate so that the Tax Bills can be mailed out. They discussed the Assessors working on valuing the Solar Array for the Pilot Agreement. As that progresses, they will keep the BOS informed.

TA Mitchell said Crocker has sent the power cords.

TA Mitchell indicated that there was a Transfer Station Attendant Training in Pownal, Vt. for Recycling.

TA Mitchell said he has spoken with Richard Burke, who expressed an interest in being appointed to the Historical Commission.

TA Mitchell has provided a copy for MIIA to get the Grant Applications we used to get every year. He sent a copy to Fire, Highway, Police and Emergency Management, Rick Carl. There is \$10,000.00 for each Municipality. Supt. Russell said that one thing that they could all use is a utility trailer with barricades, signs and cones.

TA Mitchell indicated that we have received a \$10,000.00 check from the State for the grant for the Disability Self Evaluation & Planning Grant.

TA Mitchell said the training has been done for the new website, and that it went well. Mr. Leach said it should be going live tomorrow 9/11/18.

#### **Town Clerk – Town Clerk Kim Leach Reporting**

Town Clerk Leach said that Mr. Kenney has requested a key to the Community Center. She has only 1 key left, and asked if she could get 5 more keys.

#### **BOS – Mr. Leach Reporting**

Mr. Leach said an error was made on the Appointment Paper of Brad Torrey to the Conservation Commission. His term should be up in 2021.

Mr. Cullett motions to make this change. Mr. Leach seconds. All in agreement. **VOTE 3-0**

Mr. Leach asked where we stand with Charter, saying they were going to do a minimum of 96% of the Town. There was a possibility of 100%. He asked if we have received confirmation on that. He said "if they are only going to put in 96%, we had talked about possibly putting money toward the other 4% if we have to, depending on what it is." Mr. Cullett said "we need to get that cost, and nail that down before our Special Town Meeting." Mr. Munch requested that TA Mitchell contact Charter to get their plan of coverage, and what it would cost to cover 100%.

#### **Item 6: Discussion and Review of Town Audit**

Mr. Leach said that the Librarian brought in paperwork tonight, in which he has skimmed through. "It's about the question as to why we can't just give them a monthly payment and be done with it." He said that most of this is for a Town Owned Library, not for a Privately Owned Library. Mr. Munch suggested to TA Mitchell that we send this to the Auditors. Mr. Cullett said the Audit is in draft format, and that there are a handful of small factual things that they have to modify before it can be finalized. "Once it's finalized, people will be interested in seeing it, and we want them to be reading factual information."

This discussion will be carried to next BOS Meeting.

Item 7: **Update/Discussion of Potential list of Projects for Town Hall**

Mr. Cullett said he has spoken with two General Contractors thus far, and have given them a tour of what the BOS have talked about for projects such as door replacement in the gymnasium and work in the bathroom of the Community Center. Once he has 3 numbers from the Chief, he'll make sure it gets on the Agenda. This topic will be carried to the next Agenda.

This discussion will be carried to next BOS Meeting.

Item 8: **Discussion, Review and Possible vote to approve Proposal for Town Accountant Training**

Mr. Munch introduced Resident Anna Osborne of 12 Hillside Rd., Peru, and as the Accountant for Town of Williamstown to the BOS. She has expressed an interest helping to train Town Accountant Torrey. She explained the "hot topic" right now is setting the tax rate and doing the re-cap. She wants to do the training gratis as a resident, and help Town Accountant Torrey through the Tax re-cap. She would focus the training first on getting the tax rate set, so the tax bills can go out. Mr. Munch asked if the training in which she is offering is going to help in the long run for what Town Accountant Torrey is doing. TA Mitchell said beyond the re-cap, the new budget has to be set up. There are several new accounts. He was hoping that would be part of the training. The Town Manager of Williamstown is aware of Town Accountant Osborne's interest in helping out, and agrees with what she, as a resident of the Town of Peru and Accountant is willing to do to help a fellow Accountant. She did express that anything past the re-cap, she would have to talk with the Town Manager. Mr. Cullett said if it came to working out something formally, we could have TA Mitchell work out something with the Town Manager of Williamstown.

Mr. Leach motions to have Anna Osborne volunteer to train Town Accountant Torrey to do the re-cap.

Mr. Cullett seconds. All in agreement. **VOTE 3-0**

Item 9: **Update on Draft Letter to Residents/Property Owners on Private Roads**

Mr. Munch indicated he has talked with Tony Fruschiente, and that Mr. Fruschiente said the people he has talked to not only on his road, but on some of the other roads are pulling together. There are some people who said they didn't receive letters. On his road, Mr. Fruschiente indicated they're in the process of trying to recover some of the gravel that went to the side. He got a scythe bar, and has been mowing the sides. Mr. Munch said once these people start getting back to him, a ride around should be done with Supt. Russell so that we could get together with them to show the trees/branches that have to come down.

TA Mitchell said one resident has called him, and he met with her at the office on Friday. She didn't think that her road was a private way, but was a public way. She thought that the town had been maintaining it many years ago when she moved there in 1999. She wants proof that it wasn't a private road. She told TA Mitchell she has a lot of problems with ATV's, and large trucks tearing up the road.

Item 10: **Discussion, Review and Possible vote to approve Policy & Procedures for Part-Time Salaried Employees.**

After discussion and review of the revised Policy & Procedure, further changes were made. Under "Positions under these Policies & Procedures" the number of hours are being crossed out, leaving just the position names. Under "Trial Period", Mr. Leach said the first 3 months of employment probationary period should say "for your term." Vacation should say "Paid Time Off" "10 days after trial period". TA Mitchell will make these revisions, and present them for review at the next BOS Meeting.

Item 11: Review and approve accounts payable, treasury warrants, payroll warrant

Item 12: **Adjourn**

Mr. Munch motions to adjourn the BOS Meeting. Mr. Leach seconds. All in agreement. **VOTE 3-0**

**The BOS Meeting adjourned at 8:12 P.M.**

**Articles used:**

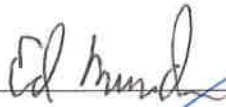
9/10/18 Meeting Agenda  
8/27/18 Meeting Minutes  
Town of Peru Policy & Procedures Salaried Part-time Workers  
Potential list of Projects for Town Hall  
Payroll Warrants  
Vendor Warrants

Respectfully submitted,

*Irene J. Morrison*

Administrative Assistant

Ed Munch, Chairman



Verne Leach, Selectman



Bruce Cullett, Selectman



Approved: 10-1-18