



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

SELECT BOARD MINUTES | January 27, 2020 6:00 P.M.
TOWN HALL MEETING ROOM

Present:

Verne Leach, Chairman
Ed Munch, Selectman/Historical Commission
Bruce Cullett, Selectman/Police Sergeant
Caleb Mitchell, Town Administrator
Jeff Henault, Police Chief
Justin Russell, Highway Superintendent
Karen Tonelli, Assistant Assessor
Jesse Pelkey, Finance Chairman

Residents:

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

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

Item 3: **State recording status:** Mr. Leach and Irene Morrison recording

Item 4: **Review and Approve Meeting Minutes for 1/13/20**

1/13/20 BOS Meeting Minutes to be reviewed on 2/3/20

Item 5: **Report from Departments**

Highway – Supt. Justin Russell reporting

Supt. Russell said by Wednesday, we should be able to turn the water back on at Town Hall. He said he purchased 300 ton of salt but will have to get a little more soon. He said probably the biggest expense is that he purchased about 400 ton 1 ½ inch dense grade to fix the ruts a couple weeks ago.

Finance – Jesse Pelkey, Chairman reporting

Jesse said George Gruele will be leaving the Finance Committee this year. He asked if there was any way we could come up with some money to buy him a plaque. The BOS thought it was a good idea. Mr. Cullett said it could come out of Selectmen expense. Jesse asked if the budgets are coming in. TA Mitchell said the only one he has received to date is from the Fire Dept. Chief Henault said he gave one to TA Mitchell. Mr. Munch requests that within the next few weeks if the BOS could get a Financial Report to see what has been spent thus far.

BOS – Mr. Cullett reporting

Mr. Cullett said that Howard from Bug Busters has contacted him several times looking for information from the Assessor for a contact with the Software people so he can work with them for the software upgrades that have to happen. To date,

he hasn't received the information he needs to make it happen. Mr. Leach said he printed out a notice and put it on the Assessor's desk.

Mr. Leach said there is an Electrical Inspector for quite a few towns here. He provides electrical inspections for Adams, Plainfield, and Savoy. He has offered his services here until we find an Electrical Inspector. Mr. Cullett said we should post that on the website as an open position.

Mr. Munch indicates he has heard that Spectrum is having telephone issues. Citizens are complaining that they haven't been correctly represented. Mr. Leach said he saw George Doin of Spectrum today. He said because we share the numbers with Hinsdale, there's a tie up, but they're working on it. He said he doesn't have a date when it will be straightened out, but he's positive it will be. He told Mr. Leach he would get back to him with a date when he finds out. Right now, they're not offering the phone until the problem has been worked out. Mr. Munch asked if we have any pull. The State paid for all this.

Town Administrator – Caleb Mitchell reporting

TA Mitchell said Fire Chief Dewkett gave him the paperwork for the 1985 Fire Truck after he had turned the plates into the Registry of Motor Vehicles. TA Mitchell sent the information into MIIA.

TA Mitchell said we have a Grant Contract that is a result of the Town Clerk sending a letter in to Mass Emergency Management. He said we have to expedite the Contract and asked that it be on the Agenda for the next BOS Meeting. This is a Federal Grant for almost \$19,000.00 to develop a Hazard Mitigation Plan. TA Mitchell is the Contract Manager, and Mr. Leach, Chairman of the BOS will have to sign the contract.

TA Mitchell said he has attempted to contact the former COA Director. He left her a message and hasn't received a response. He said we have to do something, because she has the keys, cell phone and laptop, and she's not responding. He said it's been almost 3 months. If she doesn't do something soon, we'll have to turn this over to the Police. Mr. Munch said by the next meeting, if we don't have a resolution for this, it's going to be turned over to the Police. Mr. Leach said he will talk with her husband.

TA Mitchell said he sent out an e-mail for people to submit their Annual Reports and their budget requests. He said we're still waiting for the books to be closed. It's something that Treasurer Wendling, Sharon Gruele and Accountant Osborne have to work on.

TA Mitchell said we have received a bill from Hinsdale COA. They have used up the \$100.00 check that we sent them. Now we owe them \$14.00. He's wondering if we could just send them another \$100.00 check. Mr. Munch said we need to do something like that because we do not have a COA Director.

*Mr. Cullett motions for TA Mitchell to be Interim COA Director. Mr. Munch seconds. All agree. **VOTE 3-0**

TA Mitchell said we have the preliminary Cherry Sheet estimates. It's \$1,000.00 less than last year. In some categories we got more money. The pilot money for State-owned land is the same.
(See Cherry Sheets)

TA Mitchell said recycling bins are in. Mr. Leach said Anna will be picking them up in Williamstown.

Assessor – Karen Tonelli reporting

Assessor Tonelli updated the BOS on the software conversion and asked the BOS for some help. She said the data has been sent to AssessPro/Patriot, our new software support. They are in the process right now of converting. They asked about the Sequel Server in which she checked with Howard of Bug Buster's. He told her she was supposed to check with him, and he's going to have to check with TA Mitchell. She doesn't know now where we are with that. She said there's been a pattern of delays with Howard. She asked the BOS to intercede to let Howard know how important it is that he

follow up with respect to the conversion immediately. The server went down. They couldn't get a connection. There was 1 ½ months of going back & forth. Finally, we were good. It's like a domino effect. It was then too late for me to go ahead and give them the files to convert because I needed to start to do stuff to set the tax rate. What seems like a small delay actually turned into a big delay." She said she would wait until the tax bills are out and values are done. "Here we are January 1st and I sent it off. They said everything looks good, I just need your house pictures." So, she had a file too big to send via e-mail. They said they would get a connection and go in and grab it. They couldn't do that because Howard put "Team Viewer" on AssessPro. She was trying to use "Team Viewer" which is what they use. You can only have one free copy. She sent Howard an e-mail saying, "We can't get this file." She said we worked around it. She ended up sending the files, then she asked about the SQ Sequel Server, and contacted Howard again. He said, "I have to check with TA Mitchell." Mr. Cullett said, "Send him the contact information, set up a conference call for when you're going to be in the office next Friday at a certain time. Tell Howard we're going to have a conference call with the vendor at this time and work out every detail."

Item 6: **Discussion and possible vote to approve the Decommissioning Assurance Agreement between Sunrise on West Main Road, LLC and the Town of Peru**

Mr. Munch asked who it was that put the Agreement together. TA Mitchell said this is the Agreement which was one of the conditions of the Special Permit from the ZBA. It was put together by Sunrise on West Main Rd. He said it has already been reviewed by the ZBA.

*Mr. Cullett motions to approve the Decommissioning Assurance Agreement. Mr. Leach seconds. All agree. **VOTE 3-0**
(*See Decommissioning Assurance Agreement*)

Item 7: **Discussion and vote to approve the Police Detail Policy**

Mr. Leach said if there are changes to the Policy, he has not read what those changes are. He would like to read it and think about it. TA Mitchell said the change was the amount of money that they would make on the detail. There was one other change made by Chief Henault. This item will be carried to the next BOS Meeting of 2/3/20.

Item 8: **Discussion of 250th Anniversary Celebration**

Mr. Cullett said he saw the reply from the Mass Office of Travel & Tourism regarding the Grant money and process for the contract. He said there's paperwork that has to be filled out and sent back. Some of it is Treasurer information. He thinks we've done this in the past with the Compac program with an authorized signatory listing. "We've authorized TA Mitchell in the past to sign as the authorized signatory. Something has to be notarized. We have to get Karen Tonelli to notarize or witness."

*Mr. Leach motions to have TA Mitchell to sign once it's filled out and after the BOS reviews it.

Mr. Cullett said next week, the BOS has to think about putting the LED sign out to bid and determine if we want to have the colored LED or not. Mr. Munch is in favor of the colored LED. The BOS discussed the different types of base or foundation they would like to see the sign mounted on.

Item 9: **Review and Approve accounts payable, treasury warrants, payroll warrant**

Item 10: **Adjourn**

*Mr. Leach motions to adjourn the 1/13/20 BOS Meeting. Mr. Cullett seconds. All agree. **VOTE 3-0**

BOS Meeting adjourned at 7:22 P.M.

Articles used:

1/27/20 BOS Agenda
MTWP Grant Application
Decommissioning Assurance Agreement
Cherry Sheets
Payroll Warrants
Vendor Warrants

Respectfully submitted

Irene J. Morrison

Administrative Assistant

Verne Leach, Chairman _____

Ed Munch, Selectman _____

Bruce Cullett, Selectman _____

Approved: ____2/3/20____