

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: May 22, 2023 @ 6:00 P.M.

Peru Town Hall Meeting Room

Verne Leach, Chair Selectman/ACO
Bruce Cullett, Selectman/Police Chief
Doug Haskins, Selectman/Finance Committee
Terry Walker, Town Administrator
Justin Russell, Highway Superintendent

Public Attendees: N/A

Item 1: Call to order: 6:00 P.M.

Item 2: Roll Call: Chairman Leach present, Selectman Cullett present, Selectman Haskins present

Item 3: State Recording status: None

Item 4: Pledge of Allegiance to the Flag: Led by Selectman Leach

Item 5: Review and Approve BOS Meeting Minutes for 05/15/2023

Selectman Cullett motion to approve 05/15/2023 minutes pending changes, Selectman Haskins second, 2-0 Selectman Leach recuse, 2-0

Item 6: Updates of Departments

Highway Superintendent Russell mentioned that the loader is licensed, and he will call MIIA about insurance. Superintendent Russell had some concern about getting flags out for Memorial Day and mentioned that money was transferred from Free Cash for sign and flag poles in the FY23 budget.

Finance Committee Chairman Hickling mentioned after lengthy discussions in regard to trimming down each budget item to hiring Susan Koziara as an Assessor, the Finance Committee voted to reduce the tuition at Smith Vocational School by one student. Fin Com Chairman Hickling made a recommendation to the Board of Selectmen to adjust and vote on reducing the tuition by 1 student. The Selectboard agreed, and a Special Town Meeting would be held to use Free Cash if another student enrolls. Fin Com Chairman Hickling also proposed hiring an Administrative Assistant for \$100 per meeting and reducing the salary to \$5,500.00. The Board of Selectmen agreed.

Police Chief Cullett mentioned that the new cruiser has arrived, and it is at the shop to get outfitted. Emergency management Director Cullett mentioned that the EMPG. Stokes basket invoice will be submitted for the next meeting.

TA Walker mentioned that Free Cash was certified for \$322,652 on May 19, 2023. TA Walker will also draft a letter supporting the Town of Hinsdale's Fire Department for a tanker/pumper. TA Walker presented the Year End Transfers to the Board of Selectmen:

- Transfer \$7,086.50 from Temporary Summer Help to Highway Employee Wage Account. The form was signed by Fin Com and Selectboard for transfer.
- Transfer \$750.00 from Town Report Account to Town Clerk Salary Fin Com and \$750.00 from Town Report Account to Town Administrator Salary approved and signed by Finance Committee and Board of Selectmen. Vote 2-0, Selectman Leach recused himself.

The Board of Selectmen designated TA Terry Walker as Berkshire Regional Transit Authority Representative to attend quarterly meetings and next meeting is on June 27, 2023 - all in favor.

Item 7: Discussion and possible vote on appointing Susan Koziara as Town Assessor: Selectman Cullett mentioned that Susan Koziara will work 12 hours per week, as the primary Assessor with a salary of \$18,720.00 per year. She will manage the office, work with Patriots, post agendas and organize Board of Assessors meetings. The other 2 Assessors will have reduced roles, attend 2 meetings per month, and their salary is \$30.00 per hour with a salary of \$2,50.00 per year. Selectman Leach recused himself from the discussion. This proposal is supported by the Finance Committee. Selectman Cullett motion to appoint Susan Koziara as the primary Assessor, Selectman Haskins second pending town approval. Selectman Cullett mentioned that there is money left over in Assessing Services and this could pay Ms. Koziara until the end of June. The Selectmen will ask Assessor Davidson if she is willing to help Ms. Koziara get started. Selectman Cullett motion to hire Ms. Koziara until the end of June 2023, Selectman Haskins second, 2-0, Selectman Leach recused himself. Selectman Cullett and Selectman Haskins signed Susan Koziara's appointment letter.

Item 8: Discussion and possible vote to sign Annual Town Meeting Warrant:

Selectman Leach motion to support the recommendation of the Finance Committee:

Deduct one student's tuition for Smith Vocational School

Administrative Assistant salary reduced to \$5,500.00.

Name changed to Lead Assessor with a salary of \$18,720.00.

Fuel Pump will be purchased in FY23 budget and taken from Building Maintenance.

Future Vehicle Account increase to \$50,000

Article 35: Tires for fire truck \$4,000.00 from Free Cash

Selectman Leach approve the Annual Town Meeting Warrant pending changes, Selectman Cullett second, 3-0.

Item 9: Discussion of FY24 Budget: None

Item 10: Public Input: Selectman Haskins mentioned that the Treasurer Wendling notified the Board of Selectmen, Town Administrator and Fire Chief Pelkey that she received a complaint from CJ Keller who lives on Curtin Road. Mr. Keller stopped by Town Hall and was upset because he donated his son's car to the fire Department, and it is parked on the old Hall property. He would like the care removed from the property. Selectman Haskins felt that the car should be put in front of the fire station until its dismantled. Selectman Leach agreed and mentioned that the car had been on the old Hall property for almost a year. Selectman Cullett asked Highway Superintendent Russell if he could take the loader and move the car. Selectman Leach mentioned that had this discussion with the Fire Chief a year ago. Selectman Haskins will assist Highway Superintendent in getting car moved to the Fire House.

Item 11: Review and Approve Accounts Payable, Treasury Warrants and Payroll Warrant: None

Item 12: Adjourn: Selectman Leach made motion to adjourn the 5/22/2023 BOS Meeting, Selectman Cullett second, Vote 3-0. The 5/22/2023 BOS Meeting adjourned at 7:15 P.M.

Articles used:

Minutes-05/15/2023

FY24 Worksheet

ATM warrant

BRTA

Year End Request forms

Email regarding car on old Hall property

Respectfully Submitted,

Terry Walker
Town Administrator

Verne Leach, Chairman

A blue ink signature of Verne Leach, written in a cursive style, positioned above a horizontal line.

Doug Haskins, Selectman

A blue ink signature of Doug Haskins, written in a cursive style, positioned above a horizontal line.

Bruce Cullett, Selectman

A blue ink signature of Bruce Cullett, written in a cursive style, positioned above a horizontal line.

Date Approved:

5-30-23

Received May 30, 2023
Kim Leach, Town Clerk

May 19, 2023

Select Board Chair
Town of Peru
3 East Main Road, Suite 107
Peru MA 01253

Please:

- *Complete Fully**
- *Print Neatly**
- *Return Promptly**

Dear Select Board Chair:

According to MGL Ch. 161B, a Regional Transit Authority's (RTA's) Advisory Board is comprised of the chief elected official of each member community, or your designee.

Please advise who will represent the Town of Peru on the Berkshire Regional Transit Authority (BRTA) Advisory Board. You may do so by simply annotating the space provided at the bottom of this letter and returning either this original or a copy of the annotated letter to the BRTA. Your response by June 20, 2023 will be appreciated so that we may prepare for our annual audit of the BRTA.

Sincerely,

Robert Malnati
Administrator

Representation from the Town of Peru on the BRTA Advisory Board.

July 1, 2023
June 30, 2024

If chief elected official is not serving

Select Board Chair or Mayor

Designee

First Name

Terry

Last Name

Walker

Email

town admin @ town of Peru ma .com

Mailing Address

3 East Main Road

City

Peru

State

MA

Zip

01253

Telephone

413 -

Facsimile

Executed by: Terry Walker Town administrator 5-24-23

Name

Title

Date





ERIC A KINSHER, CPA

116 State Road #8, P. O. Box 791
Sagamore Beach, MA 02562
Phone: (508) 833-8508 Fax: (877) 262-0416

YEAR-END LINE TRANSFER REQUEST

TOWN OF: Peru

TO THE OFFICE OF THE ACCOUNTANT:

Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B (non-expiring), of the Massachusetts General Laws:

Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Town Report	90208.00	Town Administrator	10122.00	750.00
Town Report	90208.00	Town Clerk Sal	10161.00	750.00

Reason for Transfer:

Annual Town Report Do not have time to outsource!

Jerry Walsh T.A.
Signature of Department Head

5-17-23
Date

[Signature]
Signature of Board of Selectmen

5-22-23
Date

[Signature]
Signature of Finance Committee

5-17-23
Date



ERIC A KINSHERF, CPA

116 State Road #8, P. O. Box 791
Sagamore Beach, MA 02562
Phone: (508) 833-8508 Fax: (877) 262-0416

YEAR-END LINE TRANSFER REQUEST

TOWN OF: Perry

TO THE OFFICE OF THE ACCOUNTANT:

Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B (non-expiring), of the Massachusetts General Laws:

Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Temp Summer Help	40103.05	Highway Emp Wages	40103.00	7086.50

Reason for Transfer:

Insufficient Funds in Highway Wages.

Signature of Department Head

Date

5-17-23

Signature of Board of Selectmen

Date

5-22-23

Signature of Finance Committee

Date

5-17-23

Administrative Assistant

From: Tax Collector
Sent: Tuesday, May 16, 2023 4:01 PM
To: Town Administrator; Administrative Assistant; Jesse Pelkey; Bruce Cullett; Douglas Haskins; Select Men
Subject: Car Parked on Adam Halls Old Property

Hi All:

CJ Keller stopped at Town Hall today and is upset because he donated his son's car to the Fire Department and it's parked on the old Hall property – he said it's hard for him to see it sitting on that property and that he would not have donated it if he had known it would be on that property.

I told him I would email you all.

If someone wants to reach out to him his number is 446-6320 – he lives on Curtin Road.

Caryn E. Wendling, CMMC, CMMT
Tax Collector/Treasurer
Town of Peru
3 East Main Road
Suite 101
Peru, MA 01235
(413) 655-0072, Ext. 1
(413) 655-2759 (fax)

Free Cash Certification
Free Cash Calculation - Fiscal Year 2023

Total	0.00
Deferred Revenue (Credit Balance+, Debit Balance-)	0.00
Free Cash Calculation for 2022	322,652.00

Reviewed By: Matthew Andre
Certified On: 5/19/2023