

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

**SELECT BOARD MEETING MINUTES: November 02, 2020: 6:00 P.M.**

COMMUNITY CENTER

Ed Munch, BOS Chairman/Historical Commission  
Bruce Cullett, Selectman/Chief of Police  
Verne Leach, Selectman/ACO  
Caleb Mitchell, Town Administrator  
Justin Russell, Highway Superintendent  
Nanette Mone, Board of Health Chair  
Anna Osborn, Accountant  
Karen Tonelli, Board of Assessor Chair  
Caryn Wendling, Tax Collector/Treasurer  
Jesse Pelkey, Finance Committee Chair  
Doug Haskins, Parks & Recreation Member  
Tonya Santaniello, Administrative Assistant

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

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

Item 3: **State Recording status:** Tonya Santaniello recording; Live stream on Town Clerk Facebook page;  
Live stream on Zoom Meeting

Item 4: **Pledge of Allegiance to the Flag:** Lead by Selectman Munch

Item 5: **Review and Approve Meeting Minutes for 10/19/2020:** Munch made motion to approve BOS meeting minutes for 10/19/2020 pending changes, Cullett seconds, all agree. **Vote 3-0.**

Item 6: **Update to Departments:**

**Highway Dept.:** Russell asked TA Mitchell if he was able to resend the Letters regarding Private Roads for the ones that were returned undeliverable. Discussed speaking with resident on Greylock Circle who is still willing to do the work but nothing has been done yet. Russell stated that no one has contacted him about road repairs for Lee Road and Spruce Road. Discussed Transfer Station inspection that took place. Munch asked Russell about the policy on fill generated, Russell thinks it should be like the wood policy.

**Board of Health:** Nanette discussed an email about records access for students and youth sports groups, Alliance took care of it. Discussed conference call that took place today, 11/2/2020 regarding the new government orders effective Friday 11/6/2020. The new executive order includes a stay-at-home advisory in effect from 10pm to 5am with residents urged to stay home except to go to work, for a walk, or the grocery store; Restaurants will be required to stop providing table service at 9:30pm but carry out can still be offered; indoor gatherings have been reduced to 10 people and outdoor gatherings to 25 people; and Face Coverings are required whenever in public and indoors even when social distancing including children age 2-5 years old. Discussed that COVID clusters are coming from carpooling and parties in homes.

**Town Administrator:** TA Mitchell states there were a few glitches with Round 2 of the Cares Act, but he received an email from the MA DOR, and he made the corrections and resubmitted. Discussed another

email regarding glitches but it did not look like it effected the application. Discussed the need to start working on bids for building modifications. Discussed notification from the MA DEP, the Town of Peru was awarded a \$3,150.00 grant that will need to be spent on the Transfer Station and make it more efficient. Discussed Check received from Eversource for \$2000.00 that should be used for the conservation trust fund and adding this to the agenda for the next BOS Meeting. Discussed contacting the MA DOR about signs. Discussed speaking with Mark Robinski regarding the Green Community Program Grant. Discussed speaking with new representative from Guardian Energy about doing re-audit calculations for lighting at Highway Garage and whoever else needs it on 12/1/2020 at 10am. Leach asked about unserved portion of town, TA Mitchell said he contacted the representative but hasn't heard back yet.

**Finance:** Jesse Pelkey discussed the Finance Handbook that he created and provided a copy for the BOS. Discussed Zoom meetings with the state. Jesse stated the cherry sheets are pretty set and they will be deciding around Thanksgiving if that is where they will leave it. Discussed that the State is requesting all Town's to cut back on unnecessary spending.

**Police Dept.:** Chief Cullett discussed the Access Control Install is scheduled for 11/17/2020 for the Intercom System. Discussed looking into Furnace Maintenance with the same company that has done it in the past for the same price. Cullett recommends going with St. Pierre again. Selectman Leach agrees. Item to be put on the agenda for next meeting.

**Transfer Station:** Station Attendant Leach spoke with the Adams Boy scouts and they will start to pick up returnable cans.

Item 7: **Discussion and Vote to approve Special Town Meeting Warrant:** TA Mitchell stated this was added to the agenda at the request of the Chief of Police. Discussed Article One which is if the moderator does not show for the meeting one would need to be appointed; Article Two is to raise and appropriate funds for the compactor. TA Mitchell said the Town already appropriated \$35,000.00 at the Annual Town Meeting so additional funds would be added to the account; Article Three would be for the Law of Records Software for the Police Department; Article Four was requested by Chief Cullett to setup a revolving account, not to raise an appropriate funds but to use revenue generated from administrative & cruiser fees doing traffic details. Chief Cullett said he was hoping that this revolving account could be setup for future use to pay Officers detail work the same pay period they do the work. Chief Cullett recused himself and is asking the other BOS members to put the Article together and put on Special Town Meeting. Leach requested to change the date from 12/2/2020 to 12/3/2020. TA Mitchell will reach out to Town Council regarding scheduling. Karen Tonelli from the Assessor's office asked if the BOS was going to move the date. Leach said just by one day. Karen Tonelli discussed official notification she received stating the BOA would have to wait until after the Special Town Meeting to set the tax rate. Tax Collector Caryn Wendling discussed that she would not be able to send out Preliminary Tax bills until after the Special Town Meeting which would be mid-December and would cause some bills to be unpaid. Discussion on cancelling Special Town Meeting. Cullett made motion to cancel the Special Town Meeting. Leach seconds. All Agree. **Vote 3-0.** Munch questioned Item 7 and the procedure to cancel the Special Town Meeting which is not on the Agenda. Munch stated the BOS voted on this according to the disclaimer at the bottom of the Agenda regarding matters not anticipated.

Item 8: **Discussion closing Fiscal Year 2020:** Town Accountant, Anna Osborn discussed Proforma and how it works, and the Tax Recap really needs to be used as if you were setting the Tax Rate from scratch. Caryn Wendling discussed they are close to closing FY2020 and she is actively trying to Balance Cash. Anne discussed all receipts are booked which is used to fill out Page 3 for the Recap. Discussed getting out Tax bills is the primary concern. Discussed the approximate date for closing FY2020, would possibly be by the end of the year.

Item 9: Discussion with Doug Haskins, Parks & Recreation member about installation of infield for ball field and small shed for equipment: Doug Haskins discussed cutting in a dirt infield for ball field. Discussed 4-6 inches material would be removed and will determine how much would need to be put back in, cost still needs to be determined. Discussed putting a small 10x10 shed near pavilion for equipment. Munch asked if there would be time to install this year, Doug stated if the weather stays like it is with little rain it's possible but if not, he will wait until next year. All BOS members are okay with the installation of an infield. Cullet asked if there is any intention of putting the basketball court back in. Doug said if there was a blacktop pad with one basketball hoop everyone would be happy. Munch requested Doug talk with the Fire Department to discuss putting the basketball hoop back up.

Item 10: Discussion of cost estimates for Business and Internet services for Town of Peru Phone System: Continued to next Meeting.

Item 11: COVID-19 Updates: Discussion on mandated closing from 10:00pm to 5:00am. Discussed having Zoom Meetings with everyone at home instead of in office. Munch would like to have one more meeting in the office before everyone at home.

Item 12: Public Input: No public logged on to zoom meeting. No public input.

Item 13: Review and Approve Accounts payable, Treasury Warrants, and Payroll Warrants: Accounts payable, Treasury Warrants, and Payroll Warrants reviewed and approved.

Item 14: Adjourn:

Munch made motion to adjourn the 11/02/2020 BOS Meeting. Leach seconds. All agree **Vote 3-0. The 11/02/2020 BOS Meeting adjourned at 8:31 P.M.**

Articles used:

11/02/2020 BOS Meeting Agenda  
10/19/2020 BOS Meeting Minutes  
Crocker Communications Estimate  
Valley Communications Estimate  
Articles for Special Town Meeting  
Email regarding Revolving Acct for Police Department  
Finance Handbook Copy  
Accounts payable, Treasury Warrants, and Payroll Warrants

Respectfully Submitted

*Tonya Santaniello*, Administrative Assistant

Ed Munch, Chairman

Verne Leach, Selectman

Bruce Cullett, Selectman

RECEIVED  
DEC 03 2020  
*Kim Leach*  
TOWN CLERK  
TOWN OF PERU

Date Approved: 11/16/2020