

## **BOARD OF SELECTMEN MEETING**

Town Hall Meeting Room

3 East Main Rd. Peru MA

Tuesday, May 31, 2022 @ 6:00 PM

1. Call to order
2. Roll Call
3. State recording status
4. Pledge Allegiance to the Flag
5. Review and Approve BOS Meeting Minutes for 5/23/22 and BOS-Finance Committee Joint Meeting Minutes from 5/3/22.
6. Updates of Departments
7. Discussion and possible vote to re-appoint Jesse Pelkey as Fire Chief/Forest Fire Warden.
8. Discussion and possible vote to re-appoint Jeffery Cranston as Alternate Member of the Zoning Board of Appeals.
9. Discussion and Review of the FY '23 Budget process.
10. Public input
11. Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant.
12. Adjourn

The list of matters are those reasonably anticipated by the Board which may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Official posting: Peru Town website: [www.townofperuma.com](http://www.townofperuma.com)

*Posted May 26, 2022 @ 4:30pm , Kim Leach, Town Clerk*

# BOARD OF SELECTMEN MEETING

Town Hall Meeting Room

3 East Main Rd. Peru MA

Tuesday, May 31, 2022 @ 6:00 PM

Verne Leach, Chair Selectman/ACO

Doug Haskins, Selectman/Finance Committee

Bruce Cullett, Selectman/Chief of Police

Jim Welch, Town Administrator

Terry Walker, Administrative Assistant

Justin Russell/Highway Superintendent

Jesse Pelkey, Fire Chief

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

Item 2: **Roll call:** Selectman Leach present, Selectman Cullett present, Selectman Haskins present.

Selectman Leach motion to recess and move meeting to Community Room at 6:00 p.m., Selectman Cullett second, 3-0

Selectman Leach motion to call meeting back to order at 6:02 p.m. Selectman Cullett second, 3-0

Roll Call: Selectman Leach present, Selectman Cullett present, Selectman Haskins present.

Item 3: **State recording status:** N/A

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

Item 5: **Review and Approve BOS Meeting Minutes for 5/23/22 and BOS-Finance Committee Joint Meeting Minutes from 5/3/2022:** Selectman Leach motion to put 5/23/2022 minutes on hold and put 5/16/2022 BOS and Finance Committee minutes on hold, Selectman Cullett second, 3-0

Item 6: **Updates of Departments:** Highway Superintendent Russell asked TA Welch if aggregate bids could be put on the agenda for next week and then advertised in the central register? Highway Superintendent Russell mentioned he has a major concern. The 18-year-old loader has an issue with the transfer case. It would cost approximately \$46,000 (worst case scenario) for labor to remove cab to access transfer case. CN Wood looked at loader and diagnosed the issue. A used loader with forks and a bucket costs around \$140,000-\$150,000. New loaders cost around \$180,000 and possibly a \$30,000 trade in value, also a lease is about \$6,000 per

month. Selectman Cullett directed Highway Superintendent Russell to do research on a rental and hopefully the loader could be here in a few days. One possibility is to use Chapter 90 funding for a rental then in the Fall the Board of Selectmen could schedule a Special Town Meeting to purchase a loader. Selectman Haskins agreed that renting a loader for a few months will give the Selectmen ample time to put specs together and go out to bid to purchase a loader.

Fire Chief Pelkey mentioned that he is still taking classes in Stow, MA and the Town Treasurer made him aware that there is no money left on the town credit card. Selectman Leach instructed Fire Chief Pelkey to use his personal credit card or see if the Treasurer can pay the invoice before Wednesday. Selectman Cullett asked when the Fire Department, Police Department and Highway Department will have their own credit cards which was approved at a Selectmen's meeting. Selectman Cullett asked TA Welch to talk to the Treasurer regarding the credit cards for the departments which was voted at a previous meeting. Highway Superintendent Russell needed a credit card, and the card was not available. Selectman Cullett mentioned that \$3,200 credit line is way too low for all departments. Selectman Cullett is in favor of getting 3 more credit cards and setting policy and procedure once the departments have the individual cards. TA Welch was instructed to tell Treasurer to finalize the credit cards for Highway, Police and Fire Departments. Selectman Haskins mentioned that large purchases should be brought before the Selectboard prior to ordering.

Fire Chief Pelkey questioned 250<sup>th</sup> Celebration fees for food vendors. Fees will not be charged for vendors plus Selectman Cullett recommends Fire Chief Pelkey getting in touch prior to the event so everyone is legal, and the Fire Chief does not have to shut down a vendor for not being in compliance.

Police Chief Cullett mentioned that June 15 applications are available for recertification, and this will be for good for 3 years. This year last names beginning with A-H will be recertified and will include Chief Cullett and Officer Boyne.

TA Welch will follow up with Treasurer regarding Credit Cards for Fire, Police and Highway Departments. TA Welch also mentioned that KP Law will increase their fees to \$225.00 per hour beginning July 1, 2022. TA Welch mentioned that yearend balance sheets were submitted to the DOR and hopefully Free Cash will be certified by Matt Andre, DOR Rep as soon as possible. TA Welch also reported that the Annual Town Reports were completed in house because of time constraints, and he wanted to recognize Town Clerk Leach for all her hard work formatting and printing the Annual Town Reports.

Selectman Cullett asked Highway Superintendent Russell to have the overage for Winter Roads because this number is needed for Annual Town Meeting. Highway Superintendent Russell will get the number from the Accountant this week.

Item 7: **Discussion and possible vote to re-appoint Jesse Pelkey as Fire Chief/Forest Fire Warden:**

Selectman Leach motion to re-appoint Jesse Pelkey as Fire Chief/Forest Fire Warden for 3 years,  
Selectman Cullett second, all in favor, 3-0

Item 8: **Discussion and possible vote to re-appoint Jeffery Cranston as Alternate Member of the Zoning Board of Appeals.** Selectman Leach motion to re-appoint Jeffery Cranston as Alternate Member of the Zoning Board of Appeals for 2 years, Selectman Cullett second, all in favor, 3-0.

Item 9: Discussion and Review of the FY23 Budget process: process is over. TA Welch will double check with the Town Accountant regarding the secondary policy for the Police Department- Cabot Risk Policy \$2,000 cushion which is payment for an estimated 15 officers.

Item 10: **Public input:** N/A

Item 11: **Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant:**

V23-2022, V24-2022, 22-24P

Treasurer explained how credit card charges should be cross referenced with statement by each department head. Each department head should match their invoices with the statement so each department balances charges which will streamline the Treasurer's job and not be so confusing.

Treasurer also mentioned that the Accountant emailed everyone the yearend Balance Sheet. DOR Rep Matt Andre has a question and once this pending question is answered the Free Cash will then be certified.

Treasurer presented an invoice for FY2022 payment in lieu of Taxes for the Dalton Fire District, Selectman Leach made a motion to approve the request for payment, Selectman Cullett second, 3-0. Selectman Leach signed the invoice in Lieu of Taxes totaling \$2,712.14 requesting payment from the Dalton Fire District.

Treasurer mentioned she will not be attending the Annual Town Meeting but will provide the Board of Selectman with amount in Stabilization Fund and Free Cash.

Town Administrator Welch and the Board of Selectman will draft a policy for credit card spending. This will provide justification for training and department heads will be asked to submit requests in advance with estimated costs for hotel expenses etc. TA Welch will create a form for training, and it must be approved by the Board of Selectman.

Item 12: **Adjourn:** Selectman Leach motion to adjourn the 5/31/2022 BOS meeting, Selectman Cullett second, Vote 3-0. The 5/31/2022 BOS meeting was adjourned at 7:30 p.m.

Articles used:

Warrants V23-2022, V24-2022, 22-24P

Re-appointment letters for Jesse Pelkey and Jeffery Cranston

Invoice to Dalton Fire Department in lieu of taxes

Respectively submitted,

*Terry L. Walker, Administrative Assistant*

Verne Leach, Chairman

Doug Haskins, Selectman

Bruce Cullett, Selectman

Date Approved: