

**BOARD OF SELECTMEN MEETING**  
**Town Community Room 3 EAST MAIN RD**  
**Monday, May 3, 2021 @ 6:00 PM**

**Agenda**

Join Zoom Meeting

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Meeting ID: 983 9258 0288

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Call to order

1. Roll Call
2. State recording status
3. Pledge Alliance to the Flag
4. Review and Approve BOS Meeting Minutes for 4-26-2021
5. Update of Departments.
6. Open and Review bids for Fire Station Generator Relocation.
7. Discussion and Possible vote to award bid for Fire Station Generator Relocation.
8. Discussion and Vote to Make the following appointments: Bonny DiTomaso to the Zoning Board of Appeals (Five Year Appointment); Peter Yetman as the Wiring Inspector (One Year Appointment) Tim Martin as the Gas & Plumbing Inspector (One Year Appointment)
9. Discussion and Possible vote to approve Agreement between Town of Peru and Berkshire Regional Planning Commission (Berkshire Alliance) for Public Health Inspectional Services.
10. Discussion of Mohawk Trail Woodlands Partnership Grant.
11. Discussion of Fiscal Year 2022 Budget
12. COVID-19 Updates.
13. Public Input
14. Review and Approve accounts payable, Treasury Warrants, Payroll Warrant
15. Adjourn

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

**SELECT BOARD MEETING MINUTES: May 3, 2021: 6:00 P.M.**

COMMUNITY CENTER

Ed Munch, BOS Chairman/Historical Commission

Verne Leach, Selectman/ACO

Bruce Cullett, Selectman/Chief of Police

Caleb Mitchell, Town Administrator

Justin Russell, Highway Superintendent

Nanette Mone, Board of Health Chair

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 Zoom Meeting.

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

Item 5: **Review and Approve Meeting Minutes for 4/26/2021:** Munch made motion to approve BOS meeting minutes for 4/26/2021 pending changes, Cullett seconds, all agree. **Vote 3-0.**

Item 6: **Update to Departments:**

**Highway Dept.:** Russell discussed that the signpost was out at East Coast Refinishing for painting. Russell said the paint job was being donated. Discussed wash out of roadways was not too bad and speaking to John Munch about the Solar Field Road; they will be having a meeting. Discussed possibly starting road patching by the end of the week. Chairman Munch asked how street signs are funded. Russell said they buy them as needed. Munch said a few are in bad shape and unreadable. Russell stated he has a list already of signs that need to be replaced and would like to order through Mass Corp. Russell discussed that the concrete pad was ready for the Fire Generator. Munch discussed Russell attending the Joint Finance Meeting this week to present new truck purchase.

**Transfer Station:** Leach as Transfer Attendant stated there was nothing new to report.

**Police Dept.:** Chief Cullett stated there was nothing new to report.

**Conservation Committee:** Mitchell speaking on behalf of the Conservation Committee discussed violations at the Old Fire Station.

**Town Administrator:** TA Mitchell discussed going through folder and reviewing old address for Duns Number. Mitchell said there were two listed. Discussed possibly having to re-due notarized letter with new information. Mitchell discussed working on the Town report and was hoping to get remainder of reports soon. Discussed sending completed reports out to departments for review. Munch asked if the 250<sup>th</sup> Medallion was going to be on the cover of the Town Report, Mitchell said that is what he was planning to do. Mitchell discussed that Brian Maser from KP Law left him a message regarding Fire Chief's salary request. Mitchell will call him back tomorrow.

**BOS:** Cullett discussed that the phone system will be installed Wednesday, which is the 4<sup>th</sup> try for installation. Cullett said he has been unimpressed with how it has been going. Munch said he thinks they need to give them the benefit of the doubt and be patient with them. Cullett said it will be some work to get everyone to setup their phones and voicemail box. Munch asked Mitchell if there is a logbook for visitor sign in yet, Mitchell said that Caryn Wendling will be creating one for him.

**Board of Health:** Nanette discussed that there will be a discussion at the next BOS meeting about the possibility of Camp Danbee reopening.



Item 7: **Open and Review bids for Fire Station Generator Relocation:** TA Mitchell provided copies of quotes that were turned in by the Fire Chief. There were 2 written proposals for electrical work and 1 for Propane. One quote for the electrical work was from Performance Electrical, Construction, Maintenance LLC for \$2,785.00 and the other quote was from Jesse R. Dewkett Inc. for \$2,500.00. The Propane quote was from St. Pierre Heating & Cooling for \$1,683.71. The BOS discussed quotes provided including the Fire Chief's recommendations to award to St. Pierre for the propane work and Jessie R. Dewkett Inc. for the electrical work.

Item 8: **Discussion and Possible vote to award bid for Fire Station Generator Relocation:** Cullett made a motion to accept Chief Dewkett's recommendations to award to St. Pierre for the propane work and Jessie R. Dewkett Inc. for the electrical work. Munch seconds. All agree. **Vote 3-0.** Munch and Leach invoked the Rule of Necessity.

Item 9: **Discussion and Vote to make the following appointments: Bonny DiTomaso to the Zoning Board of Appeals (Five Year Appointment); Peter Yetman as the Wiring Inspector (One Year Appointment); Tim Martin as the Gas & Plumbing Inspector (One Year Appointment).** Munch read the names for appointments. Cullett made a motion to make appointments for the individuals read by Chairman Munch. Munch seconds. All agree. **Vote 3-0.**

Item 10: **Discussion and possible vote to approve agreement between the Town of Peru and Berkshire Regional Planning Commission (Berkshire Alliance) for Public Health Inspectional Services:** TA Mitchell emailed the Program Director for Berkshire Regional and expressed concerns about filing requirements and office hours. Mitchell said that Ed Fahey has been meeting with people by appointment only due to COVID-19. Cullett discussed issues with budget amount which includes office hours twice a month. Cullett said there needs to be posted office hours so people can call and schedule appointments. BOS discussed filing requirements that need to be figured out. Mitchell will reach out to the director again to clarify.

Item 11: **Discussion of Mohawk Trail Woodlands Partnership Grant:** Michell said this is still on the back burner, he will get it done and submitted by the 5/24/2021 deadline. Continued to next meeting.

Item 12: **Discussion of Fiscal Year 2022 Budget:** TA Mitchell discussed forwarding and updated list for the number of kids budgeted for School. The list is up to 9 kids now. The Town Treasurer notified him Friday that she received a bill from McCann School for the current fiscal year tuition. Mitchell said he is trying to confirm that the town has 9 students going to Smith Vocational and 1 going to McCann's. Mitchell said if the town has a total of 10 students, they need to budget for 11 students. Mitchell said he reached out for an answer. Munch said he wants to get the answer for Thursday's Joint meeting with Finance. Cullett asked for an updated spreadsheet with all the numbers, Mitchell will get it to them by Thursday. Cullett discussed free cash want list including the Fireproof Cabinet for the Town Clerk in the amount of \$3099.00; IMC Software for the Police Department in the amount of \$13,500.00; Assessor utility appraisal in the amount of \$3,500.00; Reserve fund amount of \$10,000.00; Future equipment of \$30,000.00; 250<sup>th</sup> Celebration of \$20,000.00; Pickup Truck for the Hwy Dept. in the amount of \$16,000.00; Funds toward the tax rate in the amount of \$30,000.00; and funds for marketing of the town. Continued until next meeting.

Item 13: **COVID-19 Updates:** Mitchell discussed Control Plan for reopening Town Hall has been posted and sent out to all departments. Discussed Caryn Wendling is working on logbook. Leach discussed sample page that could be used for visitor logbook. Mitchell said he would forward it to Caryn Wendling. Mitchell discussed posting guidelines on the front door. Nanette asked where the list of visitors would be kept. Cullet said near the front door in the hallway.

Item 14: **Public Input:** No public logged in to Zoom meeting. No public input.

Item 15: **Review and Approve accounts payable, Treasury Warrants, Payroll Warrants:** A/P, Treasury Warrants, and Payroll Warrants reviewed and approved.

Item 13: **Adjourn:** Munch made motion to adjourn the 5/3/2021 BOS Meeting. Leach seconds. All agree **Vote 3-0.** The **5/3/2021 BOS Meeting adjourned at 8:05 P.M.**

**Articles used:**

5/3/2021 BOS Meeting Agenda

4/26/2021 BOS Meeting Minutes

Appointment Papers for Bonny DiTomasso, Peter Yetman & Tim Martin

Performance Electrical, Construction, Maintenance LLC Quote

St. Pierre Cooling and Heating Inc. Quote

Jesse R. Dewkett Inc. Quote

Berkshire Regional Planning Commission Agreement

Sample Visitor Logbook page

Budget Spreadsheet

Accounts payable, Treasury Warrants, Payroll Warrants

Respectfully Submitted

*Tonya Santaniello*, Administrative Assistant

Ed Munch, Chairman

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Verne Leach, Selectman

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Bruce Cullett, Selectman

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Date Approved: 5/17/21