

BOARD OF SELECTMEN MEETING

Peru Community Center

3 East Main Rd. Peru MA

Monday, July 18, 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 6/21/22, and 6/27/22, 7/6/22, 7/11/22
6. Updates of Departments
7. Discussion and Possible vote to appoint Darryl Darby as alternate to the Governing Board of the Berkshire Public Health Alliance.
8. Discussion, Review and Possible Vote regarding Fire Department Fees.
9. Discussion and Possible vote on Primary Assessor Job Description.
10. Discussion, Review and Possible vote on Funds Transfer Sheet from Finance Committee.
11. Discussion regarding Town Accountant Job Description.
12. Discussion and update regarding Peru 250th Celebration.
13. Public input
14. Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant.
15. 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

Posted July 14, 2022 @ 4:15pm , *Kim Leach, Town Clerk*

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: July 18, 2022 @ 6:00 P.M.

Peru Community Center

Verne Leach, Chair Selectman/ACO
Bruce Cullett, Selectman/Police Chief
Doug Haskins, Selectman/Finance Committee
James Welch, Town Administrator
Jesse Pelkey, Fire Chief
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: Selectman Leach for personal use

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

Item 5: Review and Approve BOS Meeting Minutes for 6/21/2022, 6/27/2022, 7/6/2022, 7/11/2022:

6/21/2022 hold

6/27/2022 hold

Review and approve 7/6/2022 joint meeting with fin com, Selectman Leach motion to approve pending changes, Selectman Cullett second, 3-0

Selectman Leach motion to review 7/11/2022, Selectman Leach motion to put on hold, Selectman Cullett second, 3-0

Item 6: Updates of Departments: Highway Superintendent Russell mentioned that Hogweed has been sprayed but may come back every year if flowers aren't removed. The spraying by state contractor on East Windsor Road is completed and seems to be the only place where Hogweed exists. Superintendent Russell mentioned that DCR marked ash trees near state forest on Curtin Road. Pittsfield Lawn and Tractor rental is \$5,500 per month for renting the loader. The loader is being used to move material for next few months. Superintendent Russell mentioned that dense grade was delivered today and that he would be on vacation next week.

Jesse Pelkey, Fire Chief mentioned he contacted the Fire Chief in Belmont and the vehicle can be picked up any time after Fire Chief has the check. Fire Chief Pelkey is donating mileage and time to pick up the vehicle. Fire Chief Pelkey also mentioned that the Savoy fire instructor wants do training in Peru on a 150" movie screen. In addition, Chief Pelkey would like to utilize the movie screen for movie night at the fire station and serve hot dogs/marshmallows to the families attending.

Selectman Leach mentioned that he was not happy with Fire Chief Pelkey telling individuals at the 250th Celebration that he could have shut down Ozzy's food truck. Selectman Haskins agreed that Fire Chief Pelkey should not go around citing the issues of a tank was out of date, and he should have let Al know he had to replace the tank or get the tank recertified. Selectman Cullett recused himself.

As a result of last Selectboard meeting and with the severity of the issue, Fire Chief Pelkey will be written up for disabling Police Chief Cullett's access to the IAM Responding System. Selectman Leach and Selectman Haskins agreed and gave Fire Chief Pelkey the right to executive session and a choice whether he wanted to go into executive session or

not. Selectman Leach and TA Welch will craft a letter, have Fire Chief Pelkey sign it and the warning will be put in Pelkey's personnel file.

TA Welch reported on the RFQ for a feasibility study date for proposals of August 15th. TA Welch plans to contact companies asking what part of the RFQ would make it more attractive for a bid.

RFQ at 6:00 tonight bid opening from 2 companies for the Assessors Services.

1. Regional Resource Group :
 - FY 23 \$33,000
 - FY 24 \$34,500
 - FY25 \$36,000
2. Patriot Properties:
 - FY23-FY25 \$25,000 per year a total of \$75,000
 - Appellate Tax Board \$3,500 per day.
 - 504 accounts \$2,000 each

Police Chief Cullett mentioned that Officer Nutting has been accepted into the bridge academy and a group of mountain bikers will be passing through town on Saturday July 23rd.

Emergency Management Director Cullett will be attending orientation with Mema in August and will be meeting with the Regional Coordinator. Emergency Management Director Cullett will be meeting with Rick Karll to go over files etc. Some discussion regarding a weather station and where antenna could be placed. Selectman Leach suggested the town hall roof may be a good place to attach the antenna.

Item 7: Discussion and Possible vote to appoint Darryl Darby as alternate to the Governing Board of the Berkshire Public Health Alliance: Selectman Leach motion to appoint Darryl Darby as alternate to the Governing Board of the Berkshire Public Health Alliance, Selectman Cullett second, 3-0

Item 8: Discussion, Review and Possible Vote regarding Fire Department Fees: A lengthy discussion on several towns with Fire Department fees collected. Questions regarding, if the town or the Fire Chief keeps fees and salaries for a Fire Chief in surrounding towns. It was mentioned that some salaries for a Fire Chief is around \$10,000 and they do not keep fees. Fire Chief Pelkey mentioned his salary is \$2,300 and he keeps fees which totals around \$4,500. Selectman Leach stressed that the Fire Chief salary should not be made up with charging higher fees. Fire Chief Pelkey will present a spreadsheet to the Selectboard with a breakdown of salaries and fees for all neighboring towns at the August 1st meeting.

Item 9: Discussion and possible vote on Primary Assessor Job Description: A draft job description was presented by TA Welch some additions were as follows.

- Experience with Gateway and Patriots software.
- Assessor accreditation 101 to be obtained in 12 months
- Salary is the appropriation from FY23 town meeting.
- Stipend - expected to hold office hours biweekly at the town hall.
- Aware of the residents of Peru and parcels of land in Peru
- Selectman Leach motion to approve draft with changes, Selectman Cullett second, 3-0

Item 10: Discussion, Review and Possible vote on Funds Transfer Sheet from Finance Committee: Selectman Haskins mentioned that departments should keep track of accounts, to avoid going into deficit. Some discussion regarding 3% of the total budgeted appropriation can be voted by the Selectboard and Finance Committee without a Reserve Fund

Request. TA Welch asked Town Treasurer to explain a \$2,600 deficit in the Medicare account. Apparently, this was part of cleaning up a mess from FY21. Selectman Leach motion to approve, Selectman Cullett second, 2-0. Selectman Haskins recused because he is on the Finance Committee.

Item 11: Discussion regarding Town Accountant Job Description: TA Welch presented a Town Accountant job description that he borrowed from another community. TA Welch will add to the job description that it is a non-benefited job, and possible conversion from Statutory Accounting to Uniform Massachusetts Accounting System (UMAS). It was noted that the new software will be purchased from a grant award.

Item 12: Discussion and update regarding Peru 250th Celebration:

- Selectman Leach mentioned to Highway Superintendent Russell that the Fire Chief Pelkey will be making a small fire on July 23rd and the sand needs to be leveled.
- Envelopes for the 250th Celebration were never delivered. Ed Munch will get the postage cancellation stamps and the town will be selling the envelopes.
- Superior Graphics cost for t shirts is \$250.00,
- Town Clerk received a text from a person offering to pay for car show and now changed their minds. The person stated the town will have to pick up the cost.
- Selectman Cullett motion pay Pistol Poppers, Selectman Leach, second, 3-0
- Town received bus drivers' invoice from DuFour -town will pay DuFour and Dufour will pay drivers.
- Selectman Leach mentioned that the celebration was a big hit, but the events should have been condensed in one area to improve business for vendors. One issue was when Ozzy's food truck left there wasn't anything to eat. In addition, the invoice from Ozzy's will be coming soon.
- Fireworks invoice-check with Fire Chief Pelkey since he was in charge of the fireworks.
- White Wolf delivered one handicap port-a-potty not three.
- On July 23rd 100 dinners will be available and the DJ will get paid after services.

Item 13: Public Input: N/A

Item 14: Review and Approve Accounts Payable, Treasury Warrants and Payroll Warrant: None

Item 15: Adjourn: Selectman Cullett made motion to adjourn the 07/18/2022 BOS Meeting, Selectman Leach second, Vote 3-0. The 07/18/2022 BOS Meeting adjourned at 8:22 P.M.

Articles used:

Minutes-7/6/2022, 7/11/2022

Patriots bid

Regional Resource group bid

Fee schedules for FD Sheffield, Becket, Hinsdale

Finance Committee transfer sheets for FY22

Primary Assessor Job Description

Town Accountant Job Description

Respectfully Submitted,

Terry Walker

Administrative Assistant

Verne Leach, Chairman



Doug Haskins, Selectman



Bruce Cullett, Selectman



Date Approved: 7-25-22

RECEIVED
JUL 26 2022
Kim Leach
TOWN CLERK
TOWN OF PERU