

BOARD OF SELECTMEN MEETING

Peru Community Center

3 East Main Rd. Peru MA

Monday, July 11, 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 9/27/21, 5/16/22, 6/6/22, 6/13/22, 6/21/22, and 6/28/22
6. Updates of Departments
7. Discussion and possible vote on Fire Department Travel Reimbursement policy.
8. Discussion and possible vote on policy regarding Town Owned Vehicles.
9. Discussion and possible vote to appoint Kevin Wall as Assistant Emergency Management Director.
10. Discussion and Possible vote on Primary Assessor Job Description.
11. Discussion regarding the Town Accountant position.
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 7, 2022 @ 7:35am, *Kim Leach, Town Clerk*

SELECT BOARD MEETING MINUTES: July 11, 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
Terry Walker, Administrative Assistant
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: N/A

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

Item 5: Review and Approve BOS Meeting Minutes 09/27/2021, 5/16/2022, 6/6/2022, 6/13/2022, 6/21/2022, 6/28/2022 Selectman Leach motion to review and approve 09/27/2021 minutes, Selectmen Cullett motion to accept minutes, pending changes, Selectman Leach second, 3-0,
Selectman Leach motion to review and approve 5/16/2022 minutes, Selectman Cullett motion to approve pending changes, Selectman Leach second, 3-0.
Selectman Leach motion to approve 5/16/2022 joint meeting of Finance Committee and Board of Selectman, Selectman Haskins second, 3-0.
Selectman Leach motion to review and approve 6/6/2022 minutes, Selectman Leach motion to approve pending changes, Selectman Cullett second, 3-0.
Selectman Leach motion to review and approve 6/13/2022 minutes, Selectman Leach motion to approve, Selectman Cullett second, 3-0
Selectman Leach motion to review and approve 6/21/2022 minutes: Hold
Selectman Leach motion to review and approve 6/28/2022 minutes: Hold

Item 6: Updates of Departments: Highway Superintendent Russell.

Update on fuel prices -O'Connell's price is currently \$4.25 per gallon which is considerably less expensive than Roberts Energy our current vendor. Supt Russell is switching to O'Connell.

- One sealed bid for dense grade from Tonlino and Sons in Otis, MA is as follows
- 1 ½ inch dense grade \$84,600 trucking \$46,800
- ¾ inch dense grade \$29,400 trucking \$15,600
- Tonlino & Sons bid dense grade and delivery charges total cost \$176,400
- Selectman Cullett motion to accept Tonlino & Sons bid, Selectman Leach Second, 3-0

The town loader trade in value from CN Wood is \$5,000 and the price of a new loader with 25 hours from CN Wood is \$190,237 which is more than anticipated. The quote to repair loader from CN Wood is around \$46,000. After a lengthy discussion, Selectman Cullett recommended renting a loader from Pittsfield Lawn and Tractor since 8,000 tons of material is being delivered to highway garage for the MassWorks project.

A motion was made by Selectman Leach to encumber Tree account and Highway Maintenance Account for Line Painting as projects are in the works Selectman Cullett second, 3-0. Also, a resolution to overdrawn accounts in the highway department will be revisited.

The Board of Selectmen will make a request to the Town Accountant for a \$28,000 encumbrance for the Architectural and Engineering Feasibility Study. Also, the Accountant will be asked to encumber the funds for Town Clerk's fireproof safe. It was decided that plants will be purchased for the 250th celebration.

Fire Chief, Pelkey, brought the following items to the Board of Selectmen:

Five AED units were ordered by Fire Chief Pelkey that were approved at ATC and he will set up an account with the vendor. Danbee license approved now the Selectboard need to sign the license. Fire Chief Pelkey also mentioned that Upcodes will cost \$396.00 per year and wondered if this could be taken out of Continuing Ed account. Chief Pelkey gave advantages on purchasing Upcodes and staying up to date with NFPA codes, Massachusetts Fire Marshall updates, etc. Selectboard will revisit this issue. Chief Pelkey mentioned he needs to spend money on fixing seal on well casing and having water tested in highway and fire house. One alternative is to change filters and raise pump from the bottom of the well.

Fire Chief Pelkey wanted to increase fees and the Selectboard mentioned that this needs to be put on agenda for a future meeting. Fire Chief Pelkey performed inspections and wrote up violations for the Fire House, Library and Church. The Library and Church are now up to code. Chief Pelkey mentioned that the Fire house violations are nearly all taken care of.

Selectman Cullett questioned why Fire Chief Pelkey would write up a Notice of Violation to himself. Selectman Cullett mentioned that Fire Chief Pelkey has been in charge of the building for a year and could have taken care of the violations he noted in less time than it took to do the inspection and report. Selectman Cullett was concerned because the violation did not make Fire Chief Pelkey, or the town look very good. Selectman Cullett felt that all these violations should have been corrected and not written into a formal violation. Selectman Cullett asked Fire Chief Pelkey to please work with other department heads informally and allow them to fix any potential violations before they are written up formally. Fire Chief Pelkey implied that he had to write a notice of violation if he saw one. Selectman Cullett again asked Fire Chief Pelkey to work alongside and with co-workers to correct any violations rather than issue a violation notices. Fire Chief Pelkey will go through the buildings and complete a formal reinspection on August 17th and he has invited the State Fire Marshall to join him. TA Welch mentioned that everyone is glad the Fire Chief is in training but asked Chief Pelkey to learn how to deal with his co-workers. TA Welch said going forward everyone expects some type of courtesy by not writing a violation when the issues can be taken care of before a violation is written. TA Welch asked Chief Pelkey to do a walk through before August 17th so the formal inspection can be completed without having to note any violations. Chief Pelkey was asked to set a date with involved buildings after the 250th Celebration.

TA Welch also reiterated that all LP Adams invoices must have names of the person purchasing items on invoices. TA Welch mentioned that he is getting caught up with the gap in Board of Selectmen minutes. Terry Walker – Admin Assistant is assisting TA Welch with the back log. TA Welch will be putting together a RFQ for Feasibility Study and also a RGQ for Assessor Services with RRG procurement for the next 3 years. RRG is interested and putting a quote together.

Police Chief Cullett: recertification for Officer Boyne and himself received from POST C for 3 years. Update with officers for the 250th Celebration, 2 Peru Officers, 2 Windsor Officers and Police Chief Cullett will be adequate coverage for the day.

Police Chief Cullett asked Fire Chief Pelkey why he was removed from the I am Responding application. Fire Chief Pelkey said he had removed Police Chief Cullett because he wasn't part of the Association. Police Chief Cullett was very concerned and stated that Fire Chief Pelkey is putting people at risk by removing Chief Cullett from this service. Chief Cullett stated that the IAR application has been paid for with Town funds in the past. Another issue Police Chief Cullett had with Fire Chief Pelkey was being removed without consulting him. Fire Chief Pelkey admitted that there is no additional fee, but the Police Chief is not part of the Association. Chief Cullett asked if he was removed from the IAR application out of spite. Chief Pelkey answered yes. Selectman Leach mentioned that there is no reason why Police

Chief Cullett be removed from the IAR application. Selectman Leach said removing the Police Chief is putting residents at risk, Peru funds this service and he wants Police Chief Cullett to be added back to the IAR application. Fire Chief Pelkey agreed that Police Chief Cullett would be put back on the list and notified by dispatch.

Selectman Leach noted that the Board of Health mentioned to the Selectboard that the air must keep moving in the basement , the well casing sealed and water tested monthly.

Item 7: Discussion and Possible vote on Fire Department Travel Reimbursement policy. The Board of Selectmen received a bill for Fire Chief Pelkey's mileage for training in Stow, MA. Selectman Leach mentioned that the hotel room was approved but he thought that mileage was not approved. After reviewing the 4/11/2022 minutes, mileage was not mentioned. Fire Chief Pelkey asked Selectman Cullett if he got reimbursed for hotel and mileage while he was in training at Devans. Selectman Cullett said he was reimbursed for hotel and mileage because of a multi-day training event while the Fire Chief's training was one day per week. Fire Chief Pelkey defended his mileage for training since Police Chief Cullett had received both hotel and mileage reimbursement. The Selectboard agreed to pay Fire Chief Pelkey \$925.47 for 1,582 miles @ 58.5 cents per mile for training and picking up supplies. This reimbursement will need to go to Finance Committee for payment.

Item 8: Discussion and possible vote on policy regarding Town Owned Vehicles: TA Welch

Mentioned a draft policy on town owned vehicles is in the Selectboard folders, some discussion about out of state travel and the board agreed that they should be made aware of out of state travel before the vehicle leaves the state. The town vehicles are not to be used for personal use. Selectman Leach motion to accept policy, Selectman Haskins second, 3-0.

Item 9: Discussion and possible vote to appoint Kevin Wall as Assistant Emergency Management Director.

Selectman Leach motion to appoint Kevin Wall as Assistant Emergency Management Director, Selectman Haskins second, 2-0

Selectman Cullett recused himself.

Item 10: Discussion and possible vote on Primary Assessor Job Description:

TA Welch is researching a job description for a primary Assessor and believes the primary Assessor oversees the work done by RRG. Selectman Leach mentioned that the new primary Assessor position should have experience with assessing software and must be fully licensed within 2 years. Selectman Leach requested TA Welch make changes to the job description and get back to the board.

Item 11: Discussion regarding the Town Accountant position: TA Welch received a resignation from the Town Accountant. Town Accountant will stay on until a new Town Accountant is hired. The Town Accountant needs to move on because she has increased responsibilities in Williamstown. Selectman Cullett mentioned that Town Accountants are difficult to find because it is a specialized position, and the Board may consider an Accounting Services. Selectman Leach directed TA Welch to start an RFP for the Accountant position.

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

Pop up tent at center of town

Books will be sold for \$20.00

Dig safe OK

A free book will be given to each household- T-shirts will be sold for \$10.00.

Envelopes will be printed by middle part of the week with the 250th Celebration emblem on bottom right of envelope

Parking -all set by Police Chief

Cultural Council provided grant of \$2,100 to the 250th Celebration

Item 13: Public Input: N/A

Item 14: Review and Approve Accounts Payable, Treasury Warrants and Payroll Warrant:

Item 15: Adjourn: Selectman Leach made motion to adjourn the 07/11/2022 BOS Meeting, Selectman Cullett second, Vote 3-0. The 07/11/2022 BOS Meeting adjourned at 9:48 P.M.

Articles used:

Bid-dense grade

Minutes- 9/27/2021, 5/16/2022, 6/6/2022, 6/13/2022

Warrant- V27-2022 V02-2023

Policy for town vehicles

Fire Chief Pelkey's reimbursement

Assessor job description

Accountant resignation

Respectfully Submitted,

Terry Walker

Administrative Assistant

Verne Leach, Chairman



Doug Haskins, Selectman



Bruce Cullett, Selectman



Date Approved: 8-8-22



RECEIVED
AUG 09 2022
Kim Leach
TOWN CLERK
TOWN OF PERU