

SELECT BOARD MEETING MINUTES: October 5, 2020: 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 Town Clerk Facebook page

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

Item 5: **Review and Approve Meeting Minutes for 9/28/2020:** Cullett made motion to approve BOS meeting minutes for 9/28/2020 pending changes, Leach seconds, all agree. **Vote 3-0.**

Item 6: **Update to Departments:**

Highway Dept.: Highway Super Russell discussed doing a lot of patching of roads this week. Discussed the Body for the 2008 International came in at Zworks and will need a turbo installed by Delurey which will cost \$2500.00 for the part plus labor.

Board of Health: Nanette discussed emails that will be forwarded to the BOS regarding three checklists for reopening the Town office.

Town Administrator: TA Mitchell discussed letter from the Board of Assessors that will be sent to the Bureau of Local Assessment, Dept. of Revenue for Preliminary Tax Bill Request. The letter has been signed by the BOA and will need BOS signatures. Selectman Cullett stated the delay of setting the tax rate will affect the DOR and their ability to set the tax rate so a special town meeting would be better sooner rather than later. Mitchell discussed having the Zoom account Email and Password for the Assessors. Discussed the CARES Act webinar for Round 2 for additional funds not exceeding original amounts and additional categories that were not eligible in Round 1. Deadline for Round 2 application is 10/30/2020 and funds needs to be spent by 12/30/2020. Discussed Housing Choice which refers to preliminary Senior Housing and is required to be a public building that the Town would need to be in the process of acquiring the land. Discussed MBI Funding to complete Broadband and the email sent to Paul Mark's Office questioning how the Town of Peru will get the funding.

Fire Department/Surplus Property: Cullett discussed that Auction International was unable to contact the winning bidder for the Fire Truck auction on 8/31/2020 and never received payment. The winning bidder was unresponsive and Auction International asked the Town of Peru would like to relist the truck. All BOS agreed to have Auction International relist Fire Truck.

Transfer Station: Leach discussed that the Adams Boy scouts are interested in collecting the bottles & cans from the Town and the Peru Fire Chief has given permission to use the fire shed to store them.

Item 7: **Discussion and vote to approve Agreement between Berkshire Regional Planning Commission and Town of Peru to complete the Hazard Mitigation Plan:** TA Mitchell discussed that the BOS previously awarded the contract to Berkshire Regional but they require their standard agreement be signed by the BOS. Cullett discussed how closely BRPC

looked at the Town of Peru because things should be simplified for smaller communities. Cullett made motion to execute the agreement, Munch seconds. All agree. **VOTE 3-0**

Item 8: **Discussion of Time Clock:** Leach discussed original letter from the Inspector General regarding employees working in 2 towns and making sure they are working in Peru when they say they are. Leach stated he would like to keep the time clock because he can see where it could still become an issue. Cullett discussed the original complaint was for a specific employee and the Town no longer has the same issue. Cullett discussed the device is not there to track salaried employees. There are 2 hourly employees one being the administrative assistant who does a great deal of work remotely and the assistant town clerk who spends most of her time in the office. Cullett stated the timesheets are much more informative and moves to eliminate using the time clock and to revise the policy. Leach stated he disagrees and believed it is good to show the tracking of time. Leach stated he agrees to put on hold until the Town reopens to the public. Munch asked if he wants to see all employees punch or just certain people, Leach stated just office people. Munch stated he believes this is unfair for employment and this can be discussed later when the town opens to the public.

Item 9: **Review and Discussion of proposals for Town Hall security system/building access/intercom improvements and Possible vote to award same:** Cullett discussed requesting 3 proposals but has only received one back which addressed only half the information he was looking for. Munch stated it is important to move forward with this as soon as possible. Continued to next meeting.

Item 10: **Discussion of cost estimate for Business and Internet services for Town of Peru Phone System:** Cullett discussed requesting updated costs from Crocker to provide phones only going forward with Spectrum providing Broadband. TA Mitchell to contact Crocker.

Item 11: **Discussion and Possible vote whether to postpone the Town of Peru 250th Anniversary Celebration:** Discussed postponement of 250th Anniversary Celebration. Munch made motion to postpone 250th Anniversary Celebration that was going to take place July 2021 until July 2022. Cullett seconds. All agree. **Vote 3-0**

Item 12: **COVID-19 Updates:** Nanette discussed training protocols for employees and links being taken down from website and emails forwarded to BOS regarding checklists, posters and COVID mandates. Cullett discussed arranging one or two Zoom sessions for employees that need to attend and conduct power point presentation. Discussed who would be responsible for running the trainings. Cullett discussed money in the CARES Act for COVID-19 related expenses can be used to possibly have the public health nurse conduct the presentation. Nanette will follow up.

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

Item 14: **Adjourn:**

Munch made motion to adjourn the 10/5/2020 BOS Meeting. Leach seconds. All agree **Vote 3-0. The 10/5/2020 BOS Meeting adjourned at 7:50 P.M.**

Articles used:

10/5/2020 BOS Meeting Agenda
9/28/2020 BOS Meeting Minutes
Letter for Preliminary Bill from Board of Assessors
Email from Auction International
Letter from Inspector General from 6/2014 regarding Time Clock
Berkshire Regional Planning Commission and Town of Peru agreement
Accounts payable and Treasury Warrants, Payroll Warrants

Respectfully Submitted
Tonya Santaniello, Administrative Assistant

Ed Munch, Chairman

Ed Munch

Verne Leach, Selectman

Bruce Cullett, Selectman

Bruce Cullett

Date Approved: 10/14/2020

RECEIVED
OCT 29 2020
Kim Leach
TOWN CLERK
TOWN OF PERU