

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: May 2, 2023 @ 6:00 P.M.

Peru Town Hall Meeting Room

Bruce Cullett, Selectman/Police Chief
Doug Haskins, Selectman/Finance Committee
Terry Walker, Town Administrator
Justin Russell, Highway Superintendent
Jesse Pelkey, Fire Chief

Public Attendees: Dale Weeks, Heather Brooks

Item 1: Call to order: Selectman Cullett called to order 6:00 P.M.

Item 2: Roll Call: Selectman Cullett present, Selectman Haskins present, Chairman Leach absent

Item 3: State Recording status: None

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

Item 5: Review and Approve BOS Meeting Minutes for 04/18/2023:

Selectman Cullett motion to table 4/18/2023 minutes, Selectman Haskins second, 2-0

Item 6: Updates of Departments

Highway Superintendent Russell mentioned that the Ford 550 is back from Marcotte, the engine was reprogrammed, and the check engine light is back on. Also, the Ford 350 has issues, but Superintendent Russell will put repairs on hold because he doesn't have the funds available. Highway Superintendent Russell submitted the invoice from Tonlino to TA Walker for payment. The payment for Tonlino will be paid from the Mohawk Trails Grant for material on Pierce Road. Crack sealing was scheduled for this week, but Superintendent Russell rescheduled until the last week of May. Bridge inspections were completed by MassDot on Middlefield Road and East Windsor Road with some concern on both bridges. Superintendent Russell plans to apply for a Small Bridge Grant, since both bridges meet the requirements at a later date. The tree issue on a private road has been handled by Mr. Richardson. The Town was not responsible for removing the tree on a private road.

Item 7: Discussion and possible vote on repair for the Peru Fire Engine:

Fire Chief Pelkey mentioned that he emailed the Selectboard notifying them that the Tanker is down because the alternator is cracked and not charging. Chief Pelkey feels that because this is an unforeseen expense that he will be submitting a Reserve Fund transfer for \$2,500 for an alternator and electronic board. Chief Pelkey stated that the repairs are an emergency because the Tanker is back up to the Fire Engine. Plus, Hilltown stated that the electronic panel was fried. Selectman Cullett agreed that Chief Pelkey should fill out a Reserve Fund Transfer and submit to the Finance Committee.

Chief Pelkey mentioned that the Fire Engine is back from Freightliner in Westfield, MA. The parking brake is not holding at 1,000 RPM, the brakes are still not working properly and have the same issue as before they were repaired. There is a possibility that the axel needs to be replaced so the brakes will work properly. Chief Pelkey mentioned that in order to pass Mass Inspection the brakes must hold at 1,000 RPM. Freightliner felt the Fire Engine should be brought to American LaFrance. Fire Chief Pelkey reiterated once more that American LaFrance has been out of business since 2015. Chief Pelkey found a place in Louisiana that would modify the rear axle for \$30K-\$40K. Selectman Haskins asked why he

bought the Fire Engine in the first place. Chief Pelkey stated that he did not look at the truck and other firefighters would not allow him to go with them to inspect the fire engine before it was purchased. Selectman Cullett mentioned that at the time of purchase the fire engine had low miles, low hours, was in good shape and a good fit for the town. Selectman Cullett felt that this is still a good truck, but it is hard to find parts. Chief Pelkey mentioned that there are other issues that Freightliner mentioned. Selectman Haskins stated that none of the minor issues will fail inspection except the brakes. Heather Brooks felt that everyone should stay focused on finding a solution to get the fire engine back on the road. The Selectman gave Chief Pelkey permission to call Zwack in New York and ask for a quote to replace the rear axle. Selectman Haskins made it clear that Chief Pelkey should not purchase new tires before he gets the brakes fixed.

Fire Chief Pelkey mentioned that the Board of Health grant has been received. He distributed medical bags to the town hall, library, fire house and highway department. Also, the mannequins have arrived and several towns people are interested in CPR classes.

Item 8: Interview Susan Koziara for the Assessor position: Interview. Susan Koziara was interviewed for the Assessor position. Ms. Koziara lives in Lanesborough, MA and has been an appointed Assessor in Dalton for ten years and an elected Assessor in Lanesborough, MA for 24 years. After losing an election by 50 votes, Ms. Koziara taught school from 2007-2017. Ms. Koziara is interested in working in Peru and misses working with people and explaining the assessing process. She has worked with Patriots Properties software and is familiar with Cartographics mapping system. Selectman Cullett explained that the bulk of the work is outsourced to Patriots Properties. The Board of Selectman needs to go to Annual Town Meeting to change number of Assessors from a 3-member board to a 1-member board. Selectman Cullett explained that the salary is not an hourly position and the town needs people with Ms. Koziara's skills. Assessor Amy Davidson was present, and she has been completing more work than she anticipated. The contract will be reviewed to see if Patriots should be completing all abatements, exemptions, chapter land and liens. The Board of Selectmen will review the contract to be sure Patriots is doing all the work in the contract. The position requires Monday evenings from 6:00 p.m.- 8:00 p.m. and very flexible hours. Assessor Amy Davidson mentioned that she works about 40 hours per month, and she stated that she wished the Assessors would have been part of the RFP for Patriots. Selectman Cullett mentioned that the salary depends on whether the Assessors have a 3-member board or a 1-member board. The stipend for a 3-member board is \$3,500.00 per year.

SKILLS:

Property Assessments, Property Information, Customer Service and Inquiries, Complex Problem Solving, Taxpayer Relations, Measuring Properties, Active Listening, Database Management, Working Knowledge of tax laws, Ability to diffuse tense situations, and interoffice Communications.

WORK HISTORY:

- Elementary Physical Education Teacher, City of Pittsfield, MA -- 2007-2017
- Tax Assessor-Elected, Town of Lanesborough, MA-- 1983-2007
- Tax Assessor-Appointed, Town of Dalton, MA -- 1993-2003

EDUCATION:

- Master of Science-Education, Lesley University, Cambridge, MA—1994
- Bachelor of Science-Education, UMASS, Amherst, MA—1975
- Associate of Science-Physical Education, Berkshire Community College, Pittsfield, MA --1973

CERTIFICATIONS:

- MAA certification as an Assessor including the basic 101 course.

Selectman Cullett stated that he is very interested in having Ms. Koziara work for the town. Ms. Koziara would like to work as an Assessor in Peru but refuses to work for \$3,500.00 per year.

Item 9: Discussion on appointing Susan Koziara for the Assessor position: Selectman Cullett motion to table until 3 member Selectboard is present, Selectman Haskins second, 2-0

Item 10: Discussion of FY24 Budget: N/A

Item 11. Public Input: N/A

Item 12: Review and Approve Accounts Payable, Treasury Warrants and Payroll Warrant: V23-2023, 23-22P

Item 14: Adjourn: Selectman Cullett motion to adjourn the 05/2/2023 BOS Meeting, Selectman Haskins second, vote 2-0. The 05/02/2023 BOS Meeting adjourned at 8:20 P.M.

Articles used:

Minutes- 04/18/2023
Warrants V23-2023, 23-21P
Susan Koziara resume for Assessor position
Tonlino Invoice-Pierce Road
Sign in sheet

Respectfully Submitted,

Terry Walker
Administrative Assistant

Verne Leach, Chairman

Doug Haskins, Selectman

Bruce Cullett, Selectman

Date Approved: 5/8/23

Doug Haskins

Bruce Cullett

Received 5/8/2023, Kim Leach, Town Clerk



Susan Koziara

📍 Lanesborough, MA 01237 📞 413-822-3617 ✉ ksueq88@aol.com

PROFESSIONAL SUMMARY

I am a diligent, detail-oriented and experienced Assessor offering a solid understanding of legal and regulatory issues surrounding assessing activities. Background in reviewing the market to verify integrity of information and make market adjustments to properties as needed. I have experience with Patriot Properties assessing software and Cartographics (CAI) mapping consultant.

SKILLS

- Property Assessments
- Property Information
- Customer service and Inquiries
- Complex Problem-Solving
- Taxpayer Relations
- Measuring Properties
- Active Listening
- Database Management
- Working knowledge of tax laws
- Ability to diffuse tense situations
- Interoffice Communications

WORK HISTORY

ELEMENTARY PHYSICAL EDUCATION TEACHER

09/2007 to 06/2017

City Of Pittsfield | Pittsfield, MA

- Taught physical education classes covering exercise strategies, sports, and safety.
- Organized classroom supplies and decorated walls to create fun, nurturing settings, and meet learning needs.
- Led exercises and physical activities to engage students and develop physical skills.
- Created supportive and inclusive learning environments, fostering positive classroom atmospheres supporting student growth and learning.

TAX ASSESSOR - ELECTED

05/1983 to 05/2007

Town Of Lanesborough | Lanesborough, MA

- Professionally negotiated and dealt with taxpayers in confrontational situations.
- Responded to taxpayer questions and helped individuals complete and file tax documentation.
- Forecasted changing values of properties based on market conditions and trends.
- Produced reports with detailed valuations.
- Stayed updated on market trends for local area and similar property types.

ASSESSOR-APPOINTED

05/1993 to 08/2003

Town Of Dalton | Dalton, MA

- Gathered information on nearby properties to compare and help make value determinations on properties.
- Forecasted changing values of properties based on market conditions and trends.
- Stayed updated on market trends for local area and similar property types.
- Assessed sales comparisons, production costs and other values to determine accurate property values.

EDUCATION

○ **Master of Science | Education** *05/1994*
Lesley University, Cambridge, MA

○ **Bachelor of Science | Education** *06/1975*
University of Massachusetts Amherst, Amherst, MA

○ **Associate of Science | Physical Education** *05/1973*
Berkshire Community College, Pittsfield, MA

○ **No Degree | College Prep** *06/1971*
Taconic High School, Pittsfield, MA

CERTIFICATIONS

○ Held my MAA certification while I was an Assessor including the basic 101 course.

TONLINO & SONS CRUSHED STONE

P.O. Box 190
 Otis, MA 01253
 413-329-8083
 Info@crushed-stone.com

**Invoice**

Date	Invoice #
4/30/2023	21-4125

Bill To
TOWN OF PERU HIGHWAY DEPT. P.O. BOX# 1052 PERU, MA 01235-1052

Mohawk Trails Grant
 Pierce Rd.

P.O. Number	Due Date	Order Description
	5/30/2023	Delivered

Quantity	U/M	Item Code	Description	Price Each	Amount
23.9	Ton	3/4" Dense	Ticket Number: 61684.0 - Monahan - Truck: Mon03 - 04/24/2023 -	14.70	351.33T
23.9	Ton	TRUCKING	Ticket Number: 61684.0 - Freight	7.80	186.42
24.2	Ton	3/4" Dense	Ticket Number: 61686.0 - IRISH - Truck: MDecker - 04/24/2023 -	14.70	355.74T
24.2	Ton	TRUCKING	Ticket Number: 61686.0 - Freight	7.80	188.76
23.5	Ton	3/4" Dense	Ticket Number: 61687.0 - IRISH - Truck: GFuller - 04/24/2023 -	14.70	345.45T
23.5	Ton	TRUCKING	Ticket Number: 61687.0 - Freight	7.80	183.30
24.1	Ton	3/4" Dense	Ticket Number: 61690.0 - STREIBL - Truck: Bill - 04/24/2023 -	14.70	354.27T
24.1	Ton	TRUCKING	Ticket Number: 61690.0 - Freight	7.80	187.98
23.8	Ton	3/4" Dense	Ticket Number: 61692.0 - IRISH - Truck: AUREL - 04/24/2023 -	14.70	349.86T
23.8	Ton	TRUCKING	Ticket Number: 61692.0 - Freight	7.80	185.64
23.8	Ton	3/4" Dense	Ticket Number: 61694.0 - Monahan - Truck: Mon03 - 04/24/2023 -	14.70	349.86T
23.8	Ton	TRUCKING	Ticket Number: 61694.0 - Freight	7.80	185.64
24.2	Ton	3/4" Dense	Ticket Number: 61699.0 - IRISH - Truck: MDecker - 04/24/2023 -	14.70	355.74T
24.2	Ton	TRUCKING	Ticket Number: 61699.0 - Freight	7.80	188.76
23.7	Ton	3/4" Dense	Ticket Number: 61700.0 - IRISH - Truck: GFuller - 04/24/2023 -	14.70	348.39T
23.7	Ton	TRUCKING	Ticket Number: 61700.0 - Freight	7.80	184.86
24	Ton	3/4" Dense	Ticket Number: 61701.0 - STREIBL - Truck: Bill - 04/24/2023 -	14.70	352.80T
24	Ton	TRUCKING	Ticket Number: 61701.0 - Freight	7.80	187.20
24.5	Ton	3/4" Dense	Ticket Number: 61705.0 - IRISH - Truck: AUREL - 04/24/2023 -	14.70	360.15T
24.5	Ton	TRUCKING	Ticket Number: 61705.0 - Freight	7.80	191.10
24	Ton	3/4" Dense	Ticket Number: 61709.0 - Monahan - Truck: Mon03 - 04/24/2023 -	14.70	352.80T
24	Ton	TRUCKING	Ticket Number: 61709.0 - Freight	7.80	187.20
23.4	Ton	3/4" Dense	Ticket Number: 61710.0 - IRISH - Truck: Mac - 04/24/2023 -	14.70	343.98T
23.4	Ton	TRUCKING	Ticket Number: 61710.0 - Freight	7.80	182.52
25	Ton	3/4" Dense	Ticket Number: 61713.0 - IRISH - Truck: MDecker - 04/24/2023 -	14.70	367.50T
25	Ton	TRUCKING	Ticket Number: 61713.0 - Freight	7.80	195.00
24.5	Ton	3/4" Dense	Ticket Number: 61714.0 - IRISH - Truck: GFuller - 04/24/2023 -	14.70	360.15T
24.5	Ton	TRUCKING	Ticket Number: 61714.0 - Freight	7.80	191.10
24.2	Ton	3/4" Dense	Ticket Number: 61717.0 - STREIBL - Truck: Bill - 04/24/2023 -	14.70	355.74T
24.2	Ton	TRUCKING	Ticket Number: 61717.0 - Freight	7.80	188.76

Total**Payments/Credits****Balance Due**

TONLINO & SONS CRUSHED STONE

P.O. Box 190
 Otis, MA 01253
 413-329-8083
 Info@crushed-stone.com

**Invoice**

Date	Invoice #
4/30/2023	21-4125

Bill To
TOWN OF PERU HIGHWAY DEPT. P.O. BOX# 1052 PERU, MA 01235-1052

P.O. Number	Due Date	Order Description
	5/30/2023	Delivered

Quantity	U/M	Item Code	Description	Price Each	Amount
23.9	Ton	3/4" Dense	Ticket Number: 61720.0 - IRISH - Truck: AUREL - 04/24/2023 -	14.70	351.33T
23.9	Ton	TRUCKING	Ticket Number: 61720.0 - Freight	7.80	186.42
24	Ton	3/4" Dense	Ticket Number: 61725.0 - Monahan - Truck: Mon03 - 04/24/2023 -	14.70	352.80T
24	Ton	TRUCKING	Ticket Number: 61725.0 - Freight	7.80	187.20
23.4	Ton	3/4" Dense	Ticket Number: 61726.0 - IRISH - Truck: Mac - 04/24/2023 -	14.70	343.98T
23.4	Ton	TRUCKING	Ticket Number: 61726.0 - Freight	7.80	182.52
24.7	Ton	3/4" Dense	Ticket Number: 61728.0 - IRISH - Truck: MDecker - 04/24/2023 -	14.70	363.09T
24.7	Ton	TRUCKING	Ticket Number: 61728.0 - Freight	7.80	192.66
23.5	Ton	3/4" Dense	Ticket Number: 61729.0 - IRISH - Truck: GFuller - 04/24/2023 -	14.70	345.45T
23.5	Ton	TRUCKING	Ticket Number: 61729.0 - Freight	7.80	183.30
24.2	Ton	3/4" Dense	Ticket Number: 61730.0 - STREIBL - Truck: Bill - 04/24/2023 -	14.70	355.74T
24.2	Ton	TRUCKING	Ticket Number: 61730.0 - Freight	7.80	188.76
24.3	Ton	3/4" Dense	Ticket Number: 61733.0 - IRISH - Truck: AUREL - 04/24/2023 -	14.70	357.21T
24.3	Ton	TRUCKING	Ticket Number: 61733.0 - Freight	7.80	189.54
24.4	Ton	3/4" Dense	Ticket Number: 61736.0 - IRISH - Truck: Mac - 04/24/2023 -	14.70	358.68T
24.4	Ton	TRUCKING	Ticket Number: 61736.0 - Freight	7.80	190.32
23.5	Ton	3/4" Dense	Ticket Number: 61739.0 - IRISH - Truck: MDecker - 04/24/2023 -	14.70	345.45T
23.5	Ton	TRUCKING	Ticket Number: 61739.0 - Freight	7.80	183.30
23.4	Ton	3/4" Dense	Ticket Number: 61740.0 - STREIBL - Truck: Bill - 04/24/2023 -	14.70	343.98T
23.4	Ton	TRUCKING	Ticket Number: 61740.0 - Freight	7.80	182.52
24.4	Ton	3/4" Dense	Ticket Number: 61741.0 - IRISH - Truck: AUREL - 04/24/2023 -	14.70	358.68T
24.4	Ton	TRUCKING	Ticket Number: 61741.0 - Freight	7.80	190.32
23.2	Ton	3/4" Dense	Ticket Number: 61747.0 - Lavalle - Truck: 07-1 - 04/25/2023 -	14.70	341.04T
23.2	Ton	TRUCKING	Ticket Number: 61747.0 - Freight	7.80	180.96
24.4	Ton	3/4" Dense	Ticket Number: 61751.0 - STREIBL - Truck: Bill - 04/25/2023 -	14.70	358.68T
24.4	Ton	TRUCKING	Ticket Number: 61751.0 - Freight	7.80	190.32
24	Ton	3/4" Dense	Ticket Number: 61803.0 - STREIBL - Truck: Bill - 04/25/2023 -	14.70	352.80T
24	Ton	TRUCKING	Ticket Number: 61803.0 - Freight	7.80	187.20
23.5	Ton	3/4" Dense	Ticket Number: 61813.0 - STREIBL - Truck: Bill - 04/25/2023 -	14.70	345.45T
23.5	Ton	TRUCKING	Ticket Number: 61813.0 - Freight	7.80	183.30

			Total
			Payments/Credits
			Balance Due

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4/30/2023	21-4125

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P.O. Number	Due Date	Order Description
	5/30/2023	Delivered

Quantity	U/M	Item Code	Description	Price Each	Amount
23.9	Ton	3/4" Dense	Ticket Number: 61895.0 - STREIBL - Truck: Bill - 04/26/2023 -	14.70	351.33T
23.9	Ton	TRUCKING	Ticket Number: 61895.0 - Freight	7.80	186.42
24.7	Ton	3/4" Dense	Ticket Number: 61917.0 - IRISH - Truck: GFuller - 04/27/2023 -	14.70	363.09T
24.7	Ton	TRUCKING	Ticket Number: 61917.0 - Freight	7.80	192.66
23.9	Ton	3/4" Dense	Ticket Number: 61967.0 - Lavalley - Truck: 07-1 - 04/27/2023 -	14.70	351.33T
23.9	Ton	TRUCKING	Ticket Number: 61967.0 - Freight	7.80	186.42
24.1	Ton	3/4" Dense	Ticket Number: 61977.0 - IRISH - Truck: Mac - 04/27/2023 -	14.70	354.27T
24.1	Ton	TRUCKING	Ticket Number: 61977.0 - Freight	7.80	187.98
24.6	Ton	3/4" Dense	Ticket Number: 61978.0 - IRISH - Truck: MarkC - 04/27/2023 -	14.70	361.62T
24.6	Ton	TRUCKING	Ticket Number: 61978.0 - Freight	7.80	191.88
23.9	Ton	3/4" Dense	Ticket Number: 62072.0 - IRISH - Truck: AUREL - 04/28/2023 -	14.70	351.33T
23.9	Ton	TRUCKING	Ticket Number: 62072.0 - Freight	7.80	186.42
23.8	Ton	3/4" Dense	Ticket Number: 62076.0 - Monahan - Truck: Mon00 - 04/28/2023 -	14.70	349.86T
23.8	Ton	TRUCKING	Ticket Number: 62076.0 - Freight	7.80	185.64
			Sales Tax	0.00%	0.00

			Total	\$19,991.25
			Payments/Credits	\$0.00
			Balance Due	\$19,991.25

DATE OF: May 2, 2023

ADDRESS

[illegible]