

**Town of
Peru,
Massachusetts**

April 17, 2018

Community Center, 3 E. Main Rd.



OFFICIAL

Minutes to Board of Selectmen's Meeting

Present:

Bruce Mr. Cullett, Chairman BOS/Police Sergeant
Ed Mr. Munch, Selectman/Historical Commission
Verne Mr. Leach, Selectman/ACO/Transfer Attendant
Caleb Mitchell, Town Administrator
Irene Morrison, Selectmen's Secretary

Residents:

Guest(s):

Item 1: **Call to order**

Meeting called to order at 6:00 P.M.

Item 2: **Roll Call**

Chairman Cullett present, Selectman Munch present, Selectman Leach present

Item 3: **State recording status**

Recording: Selectman Leach, Secretary Morrison

Item 4: **Review and Approve Meeting Minutes, 3/26/18 & 4/9/18**

Mr. Cullett makes a motion to approve 3/26/18 Meeting Minutes pending changes. Mr. Leach seconds.
VOTE 3-0

Mr. Cullett makes a motion to approve 4/9/18 Meeting Minutes pending changes. Mr. Munch seconds.
VOTE 3-0

Item 5: **Report from Departments**

BOS Reports

Mr. Leach indicates that there is an issue with the Town Website. It was down for 2 days. When it came back on line, everything from the beginning of February is gone. All the terms are wrong, and all the private phone numbers are back in. Mr. Leach said that when he contacted Alan Douglas of DD Graphics, Mr. Douglas told him that Bug Busters had to put the new address on the server. Mr. Leach assumed that Bug Busters did that, because the site came back up.

Mr. Cullett said to contact DD Graphics and tell them to shut the Town Website down, and put up a temporary "Site under Construction" on our domain name. Mr. Leach said that "My Town Website" which is monitored by the Attorney General and it's free. Each Department could post their own Agenda. If they find something wrong, they contact you to correct it. TA Mitchell said that Hinsdale's website is under construction, and that they went through BCRPC. Mr. Cullett has asked that he contact BCRPC to find out who is building Hinsdale's through BCRPC.

Mr. Cullett makes a motion to cancel the contract with DD Graphics and end all payments immediately. Mr. Leach seconds. **VOTE 3-0**

Mr. Leach has donated a water cooler. The BOS decided to have the water come out of the Selectman's expense account. Mr. Leach also informed the BOS that the microwave in the Town Clerk's Office is no longer in use, so he put it in the gym. He said the Treasurer was asking if they could buy another microwave out of the Office Supplies budget. Mr. Munch said that he has a microwave, and that he would bring it in.

Town Administrator – Caleb Mitchell reporting

TA Mitchell informed the BOS that everything for the Annual Town Report has been sent to the Printer except the report from the Conservation and Historical Commissions.

The Report that the Historical Commission submitted last year was actually the 2017 Report. He sent an e-mail to Jim Kenney and Mr. Kenney requested that a copy be sent to him before he would o.k. putting it in the Annual Town Report. TA Mitchell indicated that he never heard back from Mr. Kenney. Mr. Leach said that he did receive a report from the Conservation Commission just before he came in. He said it's really not a report, but it's a description of what they do. TA Mitchell said that he

sent an e-mail last week as a final reminder to Kim Wetherell, Chairwoman of the Conservation Commission. Mr. Leach said that the Report should include how many permits they approved.

Mr. Cullett asked TA Mitchell if he had heard any news on Travis. TA Mitchell said that Treasurer, Caryn Wendling gave him an update that Travis has not been back to work after an eye injury at work on Wednesday. Mr. Cullett said he spoke with Highway Superintendent Russell asking him to contact TA Mitchell to do an Accident Report in preparation for MIIA. Superintendent Russell said that Mrs. Wendling started the process with MIIA. He also said that prior to the injury, he had asked Travis 3 times that day to wear eyeglasses for protection. Mr. Munch asked if Travis went to Occupational, wouldn't we get a report? Mr. Cullett said "yes", and that Mrs. Wendling may have something. Mr. Leach stated, "I think as the Select board we should be notified anyway."

Mr. Cullett said that for many years, OSHA exempted municipalities from OSHA Regulations. He said that is changing, and he believes it goes into effect next year at this time. We will be subject to OSHA. Everything we do in town, every workplace standard will be required.

Item 6: **Discussion, Review and Possible vote to award the bid for Vocational School Transportation**

Mr. Cullett makes a motion to award the bid for Vocational School Transportation contract to Dufour, Inc. Mr. Leach seconds. **VOTE 3-0**

Item 7: **Discussion, Review and Possible vote to award the bid for mowing of Town Green, Cemeteries, Town Hall, and Fire Station for Fiscal Year 2019**

Mr. Cullett makes a motion to award the bid for mowing of Town Green, Cemeteries, Town Hall and Fire Station for FY 2019 to Always Growing. Mr. Leach seconds. **VOTE 3-0**

Item 8: **Update on Cable Television License by Charter Communications**

To date, there has been no response from KP Law. Subject carried to next BOS Meeting of 4/23/18

Item 9: **Update on Green Community Designation**

TA Mitchell said that on Wednesday 4/25/18 at 9:30 A.M., Guardian Energy will be here to audit all Town Buildings. He said that the Lieutenant Governor will be here for the formal signing of the Community Compact for the Town of Peru at 10:00 A.M on 4/26/18. On 5/7/18 we will have an informational meeting on the Stretch Code.

Item 10: **Review and Discussion of Budget line items for Fiscal Year 2019 Budget**

Free Cash: \$125,000.00 for the new highway vehicle

Free Cash: \$10,000.00 Hard Surface Road Maintenance

Free Cash: \$14,000.00 Material for Gravel Roads increased by \$8,000.00 to equal \$22,000.00

Free Cash: \$8,000.00 - Discussed Heating System Upgrades to Highway Garage; changing out the boiler; putting a high efficiency wall hung or high efficiency free standing Alpine boiler (for what Four Seasons quoted)

Assessors Software/Maps - \$6,800.00

Generator Maintenance – Andrus (pull out numbers)

Pest Control – Orkin Annual Contract (pull out numbers)

Continuing Ed – keep the same

Selectmen's Expense – keep the same

We are anticipating the numbers for the Health Insurance from Treasurer, Caryn Wendling. Mr. Munch said that number will change with the Treasurer coming on Full Time, and with the cost going up by approximately \$4,000.00

Separate Budget Account: **Housekeeping** budget is currently 4hrs 2 x monthly at \$1,260.00 yearly. Go up to a 3 hr. weekly cleaning for a total of 12 hours per month @ \$15.00 hr. Budget for \$ 2,160.00

Mr. Mr. Cullett said that Superintendent Russell had a quote from a contractor for a 500 gallon fuel tank for about \$5800.00 - \$6000.00. Mr. Cullett said that PLT has a 700 gallon tank with the pump and meter built in, and a secondary containment built in for \$3,000.00. He said it could be done in-house by us. He has asked Chief Dewkett to let him know what we need to have in place for code compliance.

No extra payment on Fire Station mortgage

Item 11: **Review and approve accounts payable, treasury warrants payroll warrants**

No payroll warrants this week

Item 12: **Adjourn**

Mr. Cullett makes a motion to adjourn the BOS Meeting at 8:18 P.M. Mr. Leach seconds. **VOTE 3-0**

Articles used in BOS Meeting

- * Agenda of April 17, 2018
- * Meeting Minutes Draft of March 26, 2018
- * Meeting Minutes Draft of April 9, 2018
- * Financial Statement Report
- * Vendor Warrants 20V 2018
- *Voc. Ed Transportation bid from Dufour
- *Town Mowing Bid – Always Growing

Respectfully submitted,

Irene J. Morrison

Irene J. Morrison
Selectmen Secretary

Chairman, Bruce Mr. Cullett

Selectman Verne Mr. Leach

Selectman Ed Mr. Munch

Approved: _4/23/18_____