

## Board of Selectmen-Finance Committee Joint Meeting

Town Hall Community Center, 3 East Main Rd. Peru, MA

Wednesday, May 17, 2023 @ 6:00 P.M.

1. **Call to order:** Finance Committee Chairman Hickling called the meeting to order at 6:00 p.m.
2. **Roll Call Select Board:** The Selectmen were absent.
3. **Roll Call Finance Committee:** Finance Committee Chairman Paul Hickling present, Finance Committee Member Darryl Darby present, Finance Committee Member Doug Haskins present,

In attendance: Justin Russell, Highway Superintendent

4. **State recording status:** N/A

5. **Pledge Allegiance to the Flag:** Led by Fin Com Chairman Hickling

6. **Review and Approve Finance Committee Minutes/Board of Selectman from 5/10/2023**

Finance Committee Member Haskins motion to approve 05/10/2023 minutes, Fin Com member Darby second, all in favor 3-0

7. **Discussion of ATM Warrant: Head Assessor position was discussed.** Sue Koziara will be working 12 hours per week as the head assessor and is requesting \$30.00 per hour. Dalton is paying \$30.00 per hour which would be a salary of \$18,720 per year. If the Head Assessor position is funded, Koziara will give her present employer a two weeks' notice. Fin Com Chairman Hickling mentioned that the Fin Com suggests removing one student's tuition at Smith Vocational and using money to fund part of head assessor position. Fin Com Chairman Hickling also suggested reducing Administrative Assistant to \$5,500 per year which would be \$100.00 stipend paid per set of minutes for various boards and not an hourly position. The balance of the Administrative Assistant appropriation would be used to partially fund Head Assessor position. Fin Com Chairman Hickling motion to reconstruct Administrative Assistant Position stipend and reduce to \$5,500 for FY24, Fin Com member Haskins second, 3-0. Fin Com member Haskins motion to drop one student to 9 students at Smith Vocational to cut budget and fund new Head Assessor position, Fin Com Chairman Hickling second, 3-0

Fin Com Hickling questioned if Free Cash was certified. TA Walker stated that Free Cash has not been certified as of today.

Fin Com Chairman Hickling motion to transfer \$500.00 from Reserve fund to Utilities Electric, Fin Com member Darby second, 3-0.

Fin com Chairman Hickling motion to complete a year end transfer for \$750.00 from Town Report to Town Clerk Salary, Fin com member Haskins second, 3-0

Fin Com Chairman Hickling motion to do a year end transfer for \$750.00 from Town Report to Town Administrator 's Salary, Fin Com member Haskins second 3-0

Fin Com Chairman Hickling motion to transfer \$7,086.50 from Temporary Summer help to Highway Employee Wages, Fin Com member Haskins second, 3-0

**8. Public Input: N/A**

**9. Adjourn:**

Fin Com Chairman Hickling motion to adjourn meeting at 7:04 p.m. Fin Com Member Darby second, unanimous vote to adjourn 3-0

Items used:

Finance Committee Draft minutes from 05/10/2023 joint meeting

Budget worksheet

ATM Warrant

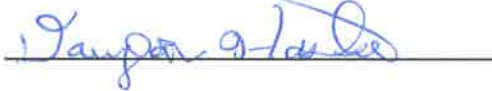
Reserve Fund Transfers

Year End Transfers

Respectively submitted,

*Terry L. Walker*  
*Town Administrator*

Douglas Haskins, Fin Com Member



Samuel Haupt, Fin Com Member

\_\_\_\_\_

Paul Hickling, Fin Com Chairman



Jesse Pelkey, Fin Com Member

\_\_\_\_\_

Darryl Darby, Fin Com Member

\_\_\_\_\_

Received August 14, 2023 , Kim Leach , Town Clerk

From Reserve Fund 95781.00 500.00  
Transfer to UTILITIES ELECTRIC 6000205 500.00

# Request For Transfer From The Reserve Fund

(To be submitted in triplicate)

Date... 5/17/2023

Finance Committee  
Town of PELU

Gentlemen:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws:

1. Amount requested: \$ 500.00
2. To be transferred to: UTILITIES/ELECTRIC  
(Give name of appropriation)
3. Present balance in said appropriation: \$ 34.75
4. The amount requested will be used for (give specific purpose):

60002-05

provide buffer for utilities/electric

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

vendor cycle / bill cycle / ↑ utilization

\_\_\_\_\_  
Officer or Department Head

### Action of Advisory Committee

Date of Meeting... 5/17/2023 ..... Number Present and Voting... 3 .....  
Transfer voted in the sum of \$ 500.00 ..... Transfer disapproved

\_\_\_\_\_  
Chairman, Advisory Committee

Request must be made and transfer voted before any expenditure in excess of appropriation is incurred.



ERIC A KINSHERF, CPA

116 State Road #8, P. O. Box 791  
Sagamore Beach, MA 02562  
Phone: (508) 833-8508 Fax: (877) 262-0416

YEAR-END LINE TRANSFER REQUEST

TOWN OF: Peru

TO THE OFFICE OF THE ACCOUNTANT:

Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 77 of the Acts of 2006 amending Chapter 44, Section 33B (non-explring), of the Massachusetts General Laws:

Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Temp Summer Help	40103.05	Highway Emp Wages	40103.00	7086.50

Reason for Transfer: Insufficient Funds in Highway Wages

[Signature]  
Signature of Department Head

5-17-23  
Date

[Signature]  
Signature of Board of Selectmen

5-22-23  
Date

[Signature]  
Signature of Finance Committee

5-17-23  
Date



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Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Town Report	90208.00	Town Administrator	10122.0	750.00
Town Report	90208.00	Town Clerk Sal	10161.00	750.00

Reason for Transfer: Annual Town Report Do not have time to outsource!

Jerry Walker T.A  
Signature of Department Head

5-17-23  
Date

[Signature]  
Signature of Board of Selectmen

5-22-23  
Date

[Signature]  
Signature of Finance Committee

5-17-23  
Date