

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: June 20, 2023 @ 6:00 P.M.

Peru Town Hall Meeting Room

Verne Leach, Chair Selectman/ACO

Doug Haskins, Selectman/Finance Committee

Ed Munch, Selectman

Terry Walker, Town Administrator

Bruce Cullett, Police Chief/Emergency Management Director

Paul Hickling, Fin Com

Public Attendees: N/A

Item 1: Call to order: 6:00 P.M.

Item 2: Roll Call: Chairman Leach present, Selectman Haskins present, Selectman Ed Munch present

Item 3: State Recording status: None

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

Item 5: Review and Approve BOS Meeting Minutes for 06/05/2023. 06/12/2023.

Selectman Leach motion to approve 06/05/2023 minutes pending changes, Selectman Haskins second, 2-0

Selectman Munch motion to approve 6/12/2023 minutes, Selectman Haskins second, 2-0. Selectman Leach abstain because he was not at the meeting.

Item 6: Reorganize the Board of Selectmen: Selectman Haskins motion to keep Selectman Leach as Chairman, Selectman Munch second, 3-0

Item 7: Updates of Departments:

Finance Committee Chairman Hickling will post an agenda to hold a Finance Committee meeting at 6:00 p.m., on Thursday, July 13, 2023.

Police Chief Cullett mentioned that the new cruiser has arrived. Chief Cullett also mentioned that the Town of Peru has never obtained a Ford Fleet number assigned to the town. Chief Cullett applied for the Fleet number which will provide incentives and discounts to the town. Chief Cullett asked TA Walker to provide him with copies of the following titles:

2016 F250

2021 F350

2012 Ford Expedition

2007 Ford Explorer.

2007 Ford Expedition (Fire Department)

TA Walker read a letter from Lead Assessor Susan Koziara, the letter is attached to the minutes. In the letter, the Board of Assessors will be meeting twice a month from 6-8 pm. It was also mentioned that Shana Lecours did not resign, and she was not reappointed. In addition, TA Walker provided copies of items needed in the Assessor's Office.

2-Drawer Lateral File Cabinet \$338.19

File Cabinet assembly \$146.79

Open Reel Fiberglass Long Tape measure: \$ 42.29

These three items were approved by the Board of Selectmen. The Assessors also wanted to purchase a camera, but Selectman Leach mentioned they should wait until after July 1st because their budget does not have sufficient funds for the camera.

Item 8: Discussion and possible vote to reappoint the following position: Justin Russell as Tree Warden: Selectman Leach motion to reappoint Justin Russell as Tree Warden, Selectman Haskins second, 3-0

Item 9: Discussion and possible vote to transfer funds from Assessment Services to Assessor Salary: Selectman Leach motion to vote year end transfer \$3,000 from Assessment Services to Assessor Salary, Selectman Haskins second, 3-0 Finance Committee Chairman Hickling in favor.

Item 10: Discussion and possible vote to transfer funds from Assessment Services to Historical Records Fireproof: Selectman Leach motion to vote year end transfer \$354.31 from Assessment Services to Historical Records Fireproof Safe, Selectman Haskins second, 3-0. Finance Committee Chairman Hickling in favor.

Item 11: Discussion & Possible vote to transfer funds from ADA Study Town Hall to Interest on Loans: Selectman Leach motion to vote year end transfer \$12,070.70 from ADA Study Town Hall to Interest on Loans, Selectman Haskins second, 3-0. Finance Committee Chairman Hickling in favor.

Item 12: Discussion & possible vote to transfer funds from ADA Study Town Hall to BC Retirement Assessment: Selectman Leach motion to vote year end transfer of \$14,663.00 from ADA Study Town Hall to BC Retirement Assessment, Selectman Haskins second, 3-0. Finance Committee Chairman Hickling in favor.

Item 13: Discussion & possible vote to transfer funds from Tax Title Expense Account to Legal Expenses: Selectman Haskins motion to vote year end transfer of \$1,500 from Tax Title Expense Account to Legal Expenses, Selectman Leach second, 3-0. Finance Committee Chairman Hickling in favor.

Item 14: Discussion & possible vote to transfer funds from Treasurer's Tax Title Expense Account to Legal Expenses: Selectman Leach motion to vote year end transfer from Treasurer's Tax Title Expense Account to Legal Expenses, Selectman Haskins second, 3-0. Finance Committee Chairman Hickling in favor.

Item 15: Discussion & possible vote to purchase SoftRight Treasurer's Cash Book Module: TA Walker met with Treasurer Wendling and they both agreed the Treasurer's module for a Cash Book was already in the SoftRight Treasurer module. Treasurer Wendling stated that she was unaware the cash book was in the module and has not been trained to use the cash book. TA Walker and Treasurer Wendling agreed that SoftRight should be contacted so Treasurer Wendling could get proper training to utilize the cash book. This would speed up closing the book and bring the Treasurer's office up to speed. Selectman Haskins motioned to strike the purchase, since the cash book is already in the Treasurer's SoftRight module, Selectman Leach second, 3-0.

Item 16: Public Input: N/A

Item 17: Adjourn: Selectman Leach made motion to adjourn the 06/20/2023 BOS Meeting, Selectman Haskins second, Vote 3-0. The 06/20/2023 BOS Meeting adjourned at 6:45 P.M.

Articles used:

Minutes-06/05/2023, 6/12/2023

Year End Request forms

Appointment letter

Letter from Assessor Susan Koziara

Assessor Susan Koziara's list of items needed in the Assessor's Office.

Respectfully Submitted,

Terry Walker
Town Administrator

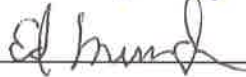
Verne Leach, Chairman



Doug Haskins, Selectman



Ed Munch, Selectman



Date Approved: 6-26-23

Received 6/26/2023 Kim Leach, Town Clerk



ERIC A KINSHERE, CPA
 Certified Public Accountant

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: Sery

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-expiring), of the Massachusetts General Laws:

Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Assessment Services	10141.30	Assessor Salary	10141.00	\$ 3,000.00
Assessment Services	10141.30	Historical Records	10161.04	354.31
ADA Study Town Hall	60002.25	Interest on Loans	70750.00	12,070.70
ADA Study Town Hall	60002.25	BC Retirement	90912.00	14,663.00

Reason for Transfer: fixing overspent Appropriations wrong account

Jerry Walker
 Signature of Department Head

6/20/23
 Date

File proof Safe price increased.
 MassWorks Grant not anticipated
 B.C Retirement entered wrong
 assessment for FY23

[Signature]
 Signature of Board of Selectmen

6-20-23
 Date

[Signature]
 Signature of Finance Committee

6-20-23
 Date



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Certified Public Accountants

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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-expiring), of the Massachusetts General Laws:

Transfer From Account Name	Transfer From Account #	Transfer To Account Name	Transfer To Account #	Amount
Tax Taking Charge	10146.02	Legal Expense	10111.00	1500.00
Treas Tax title exp.	10145.04	Legal Expense	10111.00	4135.59

Reason for Transfer: Auction Expenses taken out of wrong account

Jerry Walker
Signature of Department Head

6-10-23
Date

*Auction Expenses
not legal expenses*

[Signature]
Signature of Board of Selectmen

6-20-23
Date

[Signature]
Signature of Finance Committee

6-20-23
Date

June 20, 2023

To: Selectboard

CC: Town Administrator

From : Susan Koziara, Board of Assessors

I would like to propose that the Board of Assessors meet twice a month from 6-8 pm. In doing so, we could possibly retain our current assessors. Please keep in mind, we need two Assessors certified to classify property in Town to set the tax rate. I have completed my certification and both Shana and Amy are also both certified.

A handwritten signature in cursive script that reads "Susan Koziara". The signature is written in black ink and is positioned below the main body of text.

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Stanley® Open Reel Fiberglass Long Tapes, 1/2" x 100 ft Blade

Item #: 599377 | Model #: 680-34-790

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\$30.19

*Yes
Approved
6/24/23*



Delivered FREE by Tue, Jul 11
to Pittsfield, MA 

Ship to store

Quantity

1 

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Pay in 4 interest-free payments of \$7.55 with

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Highlights [View full product details](#)

- Blade length: 100 ft
- Blade width: 1/2 in
- Blade material: PVC

 Free Returns

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Stanley® Open Reel
Fiberglass Long Tapes,
200 ft Blade

4.5 

\$42.29

1 

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HON Mod 2-Drawer Lateral File Cabinet, Locking, Letter/Legal, Java Oak, 36" (HLPLLF3620L2.LJA1)

Item #: 24484886 | Model #: HONLLF3620L2LJ1

\$338.19

*Yes
Approved
6/21/23*

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Delivered FREE by Thu, Aug 03 to Rochester, NY ✓

Ship to store

Quantity

1

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Highlights [View full product details](#)

- Two-drawer lateral file cabinet holds letter- or legal-size documents
- Comes in java oak color and made of scratch-, stain-, and spill-resistant laminate
- Dimensions: 29"H x 36"W x 20"D

Free Returns



Assembly [Learn more](#)

No assembly

Assembly \$146.79

Yes



Protect your purchase

If we can't repair it, we'll replace it or reimburse you.