

## **BOARD OF SELECTMEN MEETING**

Peru Community Center

3 East Main Rd. Peru MA

Tuesday, June 21, 2022 @ 6:00 PM

1. Call to order
2. Roll Call
3. State recording status
4. Pledge Allegiance to the Flag
5. Review and Approve BOS Meeting Minutes for 6/13/22.
6. Discussion and Vote to Re-Organize the Board of Selectmen
7. Updates of Departments
8. Update and Possible Vote on purchase of Fire Department SUV Command Vehicle by Chief Pelkey
9. Discussion and possible vote to approve RFQ Language for Town Hall Architectural Study.
10. Discussion and possible vote to approve RFQ Language for Assessor Services.
11. Discussion and possible vote to approve vendor for Hogweed Treatment
12. Public input
13. Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant.
14. Adjourn

The list of matters are those reasonably anticipated by the Board which may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Official posting: Peru Town website: [www.townofperuma.com](http://www.townofperuma.com)

***Posted June 15, 2022 @ 4:40pm , Kim Leach , Town Clerk***

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

**SELECT BOARD MEETING MINUTES: June 21, 2022: 6:00 P.M.**

Peru Community Center

Verne Leach, Chair Selectman/ACO  
Bruce Cullett, Selectman/Police Chief  
Doug Haskins, Selectman/Finance Committee  
James Welch, Town Administrator  
Jesse Pelkey, Fire Chief  
Justin Russell, Highway Superintendent  
Jim Kenney, Historical Committee

Public Attendees: Coralee Pelkey

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

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

**Item 3: State Recording status:** TA Welch

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

**Item 5: Review and Approve BOS Meeting Minutes for 6/13/2022:** Selectman Leach put on hold.

**Item 6: Discussion and vote to re-organize the Board of Selectmen:** Selectman Haskins motion to nominate Selectman Leach as Chairman of the Board of Selectman, Selectman Cullett second, unanimous vote to appoint Selectman Leach as Chairman. 2-0

**Item 7: Update of Departments:**

Jim Kenney, Historical Committee, update about printing 250<sup>th</sup> Celebration booklets. Kenney worked with Currier printing originally Currier provided cost based on pages in booklet. Due to miscommunication with the number of pages, the cost was more than originally expected. Kenny provided options from Currier printing. Based on the options provided by Jim Kenny the Selectman voted to move ahead with the total cost of the booklets totaling \$8,800 minus the \$2,500 deposit for a total of \$6,300.

Justin Russell, Highway Superintendent, updated about the bid posting for dense grade supply and delivery. This material will be used for the East Windsor paving project that will begin in September. The bid was printed in the Berkshire Eagle, on CommBuys, and Central Register. At this point, one company has requested a bid form that will be required to submit the bid. Superintendent Russell mentioned that he added language on the bid form that all bidders must supply documentation that they adhere to Mass specs and a Sieve analysis. TA Welch gave an update on the date and time on the bid opening which will be July 11<sup>th</sup> at 6:00 p.m. Superintendent Russell gave an update on the payloader that the town is using as a demo. The machine works great and to purchase one is very costly. Superintendent Russell also stated that there is money left in the tree account and he would like to have it carried forward to FY23. Superintendent Russell gave an update on tree maintenance in town plus an update on vacation days he will be using in FY22. Superintendent Russell gave an update from MassDot regarding potential paving for state number routes and is hopeful that Route 143 qualifies.

Jesse Pelkey, Fire Chief, asked the Board of Selectmen which account would be used to pay for EMT classes for firefighters. Further discussion, Selectman Leach mentioned that it would be paid as a reimbursement if they pass the class. Chief Pelkey mention that each class would cost around \$1,400 per member. Chief Pelkey stated that he is

developing a policy regarding reimbursement that takes into consideration not only passing the class but also their tenor on the fire department. Selectman Cullett inquired about a policy determining which members qualify to take classes. Chief Pelkey is working on that. Chief Pelkey also gave an update on Camp Danbee's fire inspection and that they were just finishing up minor details. Chief Pelkey gave an update on Peru's dumpster fees. Chief gave an update regarding the use of medical alert bracelets and how the technology has changed. He will research whether the Town of Peru's emergency response needs to stay current with those updates. Chief Pelkey also inquired about the process for adding one of his Lieutenants to allow him to collect inspection fees.

Selectman Leach asked TA Welch about a grant that two other local communities received to combine their EMT services. Chief Pelkey reported that they used money from Safe Grant that they applied for in previous years and Peru had not applied for that grant. TA Welch gave an update for posting to fill the vacancy on the Finance Committee. Selectman Cullett added to the job description that the person must be a resident of Peru because it is an elected position. Discussion about scheduling an upcoming joint meeting with Finance Committee and Board of Selectman to vote on a member to fill the vacancy on the Finance Committee. TA Welch gave an update for posting on the Emergency Management Assistant position. TA Welch spoke with Mark Toporoff of Camp Danbee requesting that he be put on the agenda for his yearly update and request for certificate to operate. TA Welch gave update public records request for minutes that was made by Kimberly Wetherell. Further discussion identified that Ms. Wetherell's request was not completely accurate, and that TA Welch would work with Clerk Leach to ensure that the request was handled properly according to Mass General Law.

**Item 8: Update and possible vote on purchase of Fire Department SUV Command Vehicle by Chief Pelkey:**

Chief Pelkey gave update regarding his inspection of the vehicle in Belmont that he would like to purchase. They had inspected and Chief Pelkey has contacted the fire Chief in Belmont and they are willing to reduce the price to \$9,500. Chief Pelkey stated that any cost above the \$9,500 to get the vehicle road ready including the lettering would be paid for by the Fire Association. Chief Pelkey in response the Selectman Cullett's question that the new vehicle will be fully equipped for medical call. Selectman Cullett motion to approve to purchase a SUV Command Vehicle from the Town of Belmont for \$9,500, Selectman Leach second, 3-0.

**Item 9: Discussion and possible vote to approve RFQ Language for Town Hall Architectural Study:** TA Welch presented final draft based on recommended changes from previous meeting. Selectman Cullett recommended that a couple lines in the RFQ be deleted because they do not pertain to the Town of Peru. Selectman Cullett suggested that the RFQ include a specific time to conduct a walk through for interested bidders. TA Welch gave update on 5 local companies that he intends to mail the RFQ to. Under Chapter 30B, the state law requires that the town solicit a minimum of 3 bids.:

- Bradley Berkshire Design
- Hill Engineering
- EDM
- Kuhn-Riddle
- Barry Architects

The Selectboard approved sending out 5 RFQ's. Selectman Cullett motion to approve the final draft of the RFQ pending changes, Selectman Leach second, 3-0.

**Item 10: Discussion and possible vote to approve RFQ Language for Assessor Services:** TA Welch gave an update an initial draft for Assessor Services citing the language from a proposal the Town of Hinsdale had used in the past. TA Welch gave update from his communications with KP law regarding the legality of Peru going from a 3-member Board of Assessors to 1 Primary Assessor. TA Welch said that both he and KP Law are researching whether the Town of Peru adopted a state provision in the past that would prevent the town from reducing the board from 3 members to 1 member. Selectmen Cullett stated that as of right now there is no indication that the town had ever adopted this provision. TA Welch stated that the only reference that he was made aware of was when a town resident raised the question at Annual Town Meeting, on June 4, 2022. TA Welch stated that given his understanding of Chapter 30B that

since this procurement is under \$50,000 the town is required send out 3 RFQ's to potential bidders. TA Welch mentioned that Assessor Amy Davidson has agreed to remain in her position as, a member of the Board of Assessors, until the process is finalized. Discussion ensued about inquiring with RRG about extending their service contract with the town through July 2022.

**Item 11: Discussion and possible vote to approve vendor for Hogweed Treatment:** TA Welch gave an update about Land Stewardship Inc. and they agreed to treat the hogweed because they are also working in the area and would coordinate with the state official that is organizing the treatment program.

**Item 12: Public Input:** Coralee Pelkey, two issues: First she wants to thank the Selectboard for not increasing the fee for compactor stickers. Second, what is the process to obtain fill material from the town for her property. Selectmen Cullett said Highway Department does have a policy to add names to the waiting list should fill become available. He and TA Welch would ensure that her name be added to the list. Selectman Cullett informed that Ms. Pelkey that the final delivery specifications would have to be approved by Superintendent Russell.

**Item 13: Review and Approve Accounts Payable, Treasury Warrant, Payroll Warrant:**

**Item 14: Adjourn:** Selectman Leach made motion to adjourn the 06/21/2022 BOS Meeting, Selectman Cullett second, Vote 3-0. The 06/21/2022 BOS Meeting adjourned at 8:21 P.M.

**Articles used:**

- Draft of RFQ for Assessors Services
- Draft of RFQ for Town Hall Architectural Study
- Correspondence from Courier Printing

Respectfully Submitted,

*Jim Welch*  
*Town Administrator*

Verne Leach, Chairman

Doug Haskins, Selectman

Bruce Cullett, Selectman

Date Approved: 7-25-22

**RECEIVED**  
**JUL 26 2022**  
*Kim Leach*  
 TOWN CLERK  
 TOWN OF PERU