

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: November 14, 2022 @ 6:00 P.M.

Peru Town Hall Meeting Room

Verne Leach, Chair Selectman/ACO
Bruce Cullett, Selectman/Police Chief
Doug Haskins, Selectman/Fin Com
James Welch, Town Administrator
Terry Walker, Administrative Assistant
Jesse Pelkey, Fire Chief

Public Attendees:

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: Selectman Leach for personal use

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

Item 5: Review and Approve BOS Meeting Minutes for 10/3/2022, 10/20/2022, 10/31/2022:

Selectman Leach motion to approve 10/3/2022 minutes pending changes, Selectman Cullett second, 3-0
Selectman Leach motion to approve 10/20/2022 minutes Selectman Cullett second, Selectman Haskins abstain, 2-0
Selectman Cullett motion to table 10/31,2022 minutes until next week, Leach second, Selectman Haskins abstain, 2-0

Item 6: Updates of Departments: Fire Chief Pelkey and Selectboard discussed dumpster fees and who is responsible for the dumpster permits. The Selectboard agreed that the homeowner would be responsible for the dumpster permit. Fire Chief Pelkey mentioned that the cost of dumpster fee is \$25.00 for 1 year and \$40.00 for businesses. Selectman Leach checked with surrounding towns, and they do not require permits for dumpsters. It was decided that the homeowners would notify Chief Pelkey and dumpster permit would be free of charge to the homeowner. The dumpsters would be handled similar to burn permits. At that time, Chief Pelkey can explain the dumpster has to be 10 feet from the building and roads cannot be obstructed. Dumpsters for businesses will have an annual fee of \$40.00.

Fire Chief Pelkey submitted his mileage slip for reimbursement. Chief Pelkey mentioned that the fire department gets 45-50 calls per year, but this year there has been a least 70 calls. The Dalton Fire Department has invited the firefighters from Peru to a hose advancement training course at the Dalton Fire House. Chief Pelkey mentioned that some firefighters will remain in Peru.

Selectman Cullett mentioned that he does not have an issue with the command vehicle being used as long as it is relating to fire dept business, EMT, or fire fighter training. Selectman Cullett has an issue using the command vehicle for inspections since 90% of the inspection cost goes to the inspector to utilize their own vehicle. The fee schedule must work for all inspectors. Selectman Cullett asked Fire Chief Pelkey to let the Selectboard know in advance when he is using the vehicle for continuing ed.

Chief Pelkey mentioned that Shakerly ordered the windshield for the fire engine, and they will transport the truck to New York for windshield replacement. Selectman Leach questioned if MIIA insurance will pay to have the truck picked up or can a highway guy drop off engine.

TA Welch mentioned that Solar O&M will distribute \$11,000 to a nonprofit in our community. Some of the nonprofits (501C3) in town include the library, and Fire Association. Selectman Leach wants to identify all nonprofits in town, put on next week's agenda and review the conditions. TA Welch mentioned that Priority Cleaning services has not been cleaning in several communities' and town keys haven't been returned to the towns. Other communities are in the same situation. The Selectboard will decide whether they want a cleaning person or a cleaning company. TA Welch mentioned that the Systems Award Management (SAM) number is valid until April 2023. TA Welch mentioned that the MIIA grant for CCTV was not approved for \$7,625.00. The Work Zone Safety Cones/Signs section was approved for \$1,260.00 and the Ladders for the Highway Department for \$726.95 was approved.

Police Chief Cullett mentioned that an active shooter drill will take place on Saturday at the Nessacus Middle School. The Emergency Management grant will be submitted this week by the emergency management director. \$2,500 is awarded every year. This year EMD Cullett will purchase parts to modify a snowmobile trailer to be used as a rescue trailer to go behind an ATV to remove non ambulatory patients from off road locations.

Item 7: Discussion regarding upcoming Auction for Town Owned Properties: The Selectmen were in favor of a public auction and getting these properties back on the tax rolls. The Board gave the Tax Collector and Town Administrator the authority to make the call on the bids for the properties.

Item 8: Discussion and possible distribution of Town Procurement Cards: TA Welch drafted a sign off form for department heads -procurement cards and presented a copy of the procurement card policy. Selectman Leach needs more clarity and will place on next week's agenda. Selectman Leach would like to discuss and have more clarification at that time. Selectman Leach put on hold until next week.

Item 9: Interview Ross Vivori-Candidate for Town Assessor Position: Mr. Vivori met with the Board of Selectmen to interview as the Principal Assessor for the Town of Peru. He the Chairman and Principal Assessor for the City of North Adams, Town of Clarksburg, Lanesborough, and Great Barrington. He also serves as President on the Executive Board of the Berkshire County Assessor Association. Mr. Vivori is very knowledgeable in using various computerized appraisal systems, Patriots/ State-CAMA and is well versed in methods and techniques used in the assessment of all property classes. Selectmen Cullett was impressed with Mr. Vivori and said the resume speaks for itself. Mr. Vivori would like to review the contract with Patriots to see what his duties are. Mr. Vivori need a job description and wants to know exactly what he does. Mr. Vivori's concern is who is responsible for the tax classification hearing, who does the field work, who answers questions from the public and who answers emails? Who does the abatements? The duties of Principal Assessor and Patriots will be determined. TA Welch stated that Sandra Brusso highly recommended Ross Vivori as the principal Assessor for Peru. Mr. Vivori would prefer to work remotely but will have a few office hours at town hall. It was noted that most of work will be completed by Patriots and Mr. Vivori will oversee Patriots. TA Welch mentioned that Mr. Vivori has the background and experience that the Town of Peru needs. Times and dates for the Principal Assessor to have office hour at town hall will be determined at a later date. The Board is anticipating there will be an overlap with Amy Davidson for a month. TA Welch will set up a meeting with Amy Davidson for a smooth transition.

Item 10: Discussion and Possible Vote to Appoint Ross Vivori as Town Assessor: hold

Item 11: Review, discussion and possible vote to implement procedure for tracking, follow up and payment collection of civil citations / dog violation notices: Selectman Leach and Selectmen Cullett invoked the rule of necessity to discuss this issue. This issue is how dog violations are handled. These violations are signed by the individual that owns the dog, and after Chief Cullett spoke with ACO Leach there needs to be tracking and follow up with these citations. MGL Chapter 140, section 173A states that these citations must be paid to the Town Clerk. The process includes:

1. Citation is paid to Town Clerk.
2. Who is notified if the individual contests the citation?

3. What will be done about notifying District Court for summons? Tracking citation payment within 21 days is a necessity.

Selectman Cullett mentioned that he wants to be certain the town in keeping track of 21 days, the process is clear to the violators, and at what point the courts need to get involved. Selectman Leach mentioned that there should be 4 copies: One for the Town Clerk, Treasurer, Dog Officer and owner. Selectman Cullett believes the ACO would be the one going to the court hearing. Selectman Cullett mentioned that the Police Department does not receive a copy and can not track the violations. Since the Police Chief does not know the date of the violation and does not receive a copy, it poses a problem. Selectboard made a few suggestions:

1. Modification to dog violation notice and process explained to the people involved.
2. Someone should be responsible for tracking payment and the Town Clerk is one of the components. Everyone should be aware that after 21 there will be a court hearing-District Court must be notified.
3. The procedure needs to be corrected and process put in place.
4. A Collection notice should come from Town Clerk.
5. Selectboard will revise violation form.

Item 12: Discussion and possible vote to purchase traffic safety speed measurement signs using existing MassWorks

Grant: MassWorks grant project on East Windsor Road is complete and remaining funds will be used to purchase battery powered speed limit signs. The signs were an acceptable use of the remaining funds. 2 signs, 10 mounts and a 3-year warrantee will be purchased with the funds. Highway Superintendent Russell is in favor of purchasing traffic safety signs. Selectman Leach motion to approve purchase of speed measurement signs from All Traffic Solutions for \$8,362.00, Selectman Haskins second, Selectman Cullett recuse, vote 2-0

Item 13: Discussion to recommend setting a Preliminary Tax Rate: Selectman Leach mentioned that he is not in favor of preliminary tax bills. Selectman Cullett mentioned that the school bill will be due, the tax classification hearing has not been set and the Tax Collector is recommending preliminary tax bills. Selectman Leach will get information on date preliminary tax bills should be sent out. Selectman Leach placed on hold until next week. TA Welch will get an update from DOR whether October 1st is the deadline for sending out preliminary tax bills.

Item 14. Public Input: N/A

Item 15. Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant: 23-10P, V11-23-23, V10-2023, V9-2023

Item 16: Adjourn: Selectman Leach made motion to adjourn the 11/14/2022 BOS Meeting, Selectman Haskins second, Vote 3-0. The 11/14/2022 BOS Meeting adjourned at 8:54 P.M.

Articles used:

Minutes- 10/3/2022, 10/20/2022, 10/31/2022
Warrant 23-10P, V11-23-23, V10-2023, V9-2023
Properties in Tax Title
Procurement Cards
Resume for Assessor position-Ross Vivori
Email from Collector/Treasurer regarding Preliminary Tax bills
Email from Florent Fourest-Solar O&M Coordinator
Fire Chief Pelkey mileage log
MIIA Grant awards

All Traffic Solutions / sign quote
Procurement Card sign off sheet
Email from Fire Chief Pelkey regarding use of the command vehicle
Letter from Jesse Pelkey regarding dumpster fees
MGL Chapter 140 section 173A -Violation of dog control laws: non-criminal disposition
Sample- Non-criminal Municipal Citation Form
Procurement Card Policy

Respectfully Submitted,

Terry Walker
Administrative Assistant

Verne Leach, Chairman



Doug Haskins, Selectman



Bruce Cullett, Selectman



Date Approved: 11-28-22