

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

**SELECT BOARD MEETING MINUTES: November 29, 2021: 6:00 P.M.**

COMMUNITY CENTER

Verne Leach, Chair Selectman/ACO  
Doug Haskins, Selectman/Finance Committee  
Caleb Mitchell, Town Administrator  
Jesse Pelkey, Acting Fire Chief  
Terry Walker, Administrative Assistant  
Caryn Wendling, Treasurer/Tax Collector

Public Attendees

Kim Wetherell

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

Item 1: **Roll Call:** Chairman Leach present, Selectman Haskins Present, Selectman Cullett present

Item 2: **State Recording status:** Caleb Mitchell recording; Kim Wetherell recording

Item 3: **Pledge of Allegiance to the Flag: Led by Selectman Leach**

Item 4: **Review and Approve Meeting Minutes for 10-4-2021, 10-20-2021, 11-1-2021, 11-8-2021, & 11-15-2021;** Leach motions to approve minutes of meeting for 10-04--2021 pending changes, Cullett seconds, Vote 3-0. 10/20/2021 on hold. 11/1/2021 hold,11/08/2021 hold. 11/15/2021 hold

Item 5: **Updates of Departments**

**Jesse Pelkey, Fire Chief,** Last week training in Stow,VT for FEMA grants, over four hundred million dollars available for Micro grants under 50,000, which are due December 17 radios for trucks is a possibility no cost to the town. Vehicle grants with a 5% match by the town. This could be possibly to replace brush truck with a storage unit, EMS equipment and jaws. The truck would cost around \$325,000 to \$350,000 and cost to the town would be less than \$20,000. Truck would have storage, more versatile, jaws and medical supplies. Grants are not awarded on call volume but on the age of vehicle you are replacing. The plan is to go with a gas engine and a Ford or Dodge is recommended. All vehicle inspections are completed for the year and all vehicles passed. FEMA gives you two years to expend grant and there will be enough time to go to ATM for town match.

**TA-Caleb Mitchell:** Grant award for recycling grant \$3,850 has been received from Mass DEP.

TA is researching last year's DEP grant – when is deadline to spend remaining funds.

MIIA grant was awarded-did not get safety zone equipment, but received forestry related communication equipment Email CMRK textile and homeware collection inquiring whether town want to participate in program. TA will check into how much the town will be paid by the pound. Town will receive quarterly checks.

Update on DUNS number - notarized letter was sent with application, TA called and requested notification when the DUNS number is registered, updated and the expiration date. DUNS number is good till the end of the year.

Regional Resource Group, RRG was able to access assessors' computer and will begin getting the tax rate set. First thing is classification hearing, then set tax rate and lastly, getting tax bills out.

American Rescue Plan eligible expenses. -- Personal Protective equipment, sanitizing supplies and equipment. Question is can we pay a cleaning company. Ventilation upgrades units to purify air Central Ventilation Equipment is a possibility . Also if the funding may be spent on IT expenses such as a new server.

Revenue losses in terms of growth 3 fiscal years preceding COVID pandemic funds can be used for General government services not Stabilization fund not for debt. Treasurer will run a report to assist with funding.

**Sign-** temperature may be causing issues with the sign. Town Clerk has software and passwords to turn on. The sensor is not working because of possibly temperature related issue. We need an experienced person to fix sign.

Jesse Pelkey, submitted a grant yesterday for \$10,500 for which will be used for 3 sets of gear.

Kim Wetherell asked if sign is under warranty. Cullett mentioned that sign was purchased by the town and we set it up. RFP went to local sign companies and all declined to submit a bid. The sign was purchased from a California company and it is up to town to manage sign. Software installed but another component needs to be installed. No instructions included and we need someone with experience to set this up. Manufacturer will not give assistance. Haskins will contact a company in Holbrook, MA that fixes signs.

Police Chief: Chief Cullett will be bringing Ford Explorer to Marcotte Ford tomorrow for 2 recalls

Selectmen: Selectman Cullett informs BOS that lighting project has been completed with LED lights in highway garage, town hall and salt shed. Salt shed lights are motion activated.

**.Item 6: Public Input:**

Kim Wetherell requested minutes and recordings last week and she wants public records request fulfilled tonight. Wetherell public records request response is due December 2, 2021. Wetherell wanted to download from the town's tape recorder and TA Mitchell states that is impossible. The software to download from the tape recorder is approximately \$600.00 according to Renatus Solutions, The Town's IT service provider. TA will not let tape recorder out of building. Kim asked what happens if she challenges the minutes and then the BOS would then have to answer to the AG's office. Wetherell wanted to know why Terry Walker was typing the minutes for November 15<sup>th</sup> when she hadn't been hired. TA stated that Terry Walker could take his notes and recording to type minutes. Wetherell asked for a draft of 11/15/2021 minutes. Wetherell is informed that the draft of the November 15<sup>th</sup> minutes are not completed. Leach mentioned that Terry Walker would finish 11/15/2021 minutes before she went home tonight. Wetherell requests that recording not be deleted and demands a copy of the recording. TA mentioned that the Town Clerk said she was not quite sure anyone can have the recording. Selectman Cullett states that the public records request will be answered by the Town Clerk Kim Wetherell by 12/02/2021.

**Item 7: Review and Approve Accounts payable, Treasury Warrants, Payroll Warrant:**

While the BOS was reviewing accounts payable warrants, TA Mitchell asked Kim Wetherell to leave meeting due to her holding a conversation with Chief Pelkey while meeting was in progress. An exchange took place between Wetherell and TA Mitchell and TA Mitchell left the meeting. Wetherell asked if she could get approved minutes but there were no minutes signed tonight the 10/20/21 were approved pending changes.

Treasurer Wendling wants to know why Terry Walker's end date is TBD on appointment paper and asks what pay rate will be. Treasurer states that she will need to borrow a Revenue Anticipation Note to pay school tuition. Truck loan will be a 3 year state house note.

Items mentioned for next meeting agenda: Set a Classification hearing date. Reserve fund transfers. Accountant will be asked for financial report for next meeting. Selectman Cullett stated that the BOS should schedule a visit to Buckland to view a pellet boiler which is part of Green Community Grant for a new heating system.

Item 8: **Adjourn:** Leach made motion to adjourn the 11/29/2021 BOS Meeting, Cullett seconds. Vote 3-0. The 11/29/2021 BOS Meeting adjourned at 7:44 P.M.

**Articles used:**

Warrant

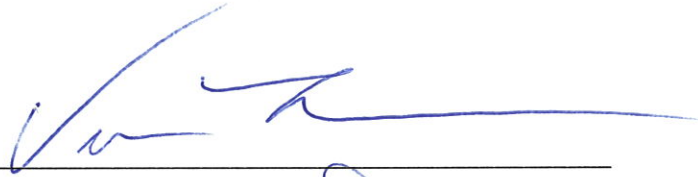
Appointment paper, Terry Walker

KP Law Summary of American Rescue Plan

Respectfully Submitted

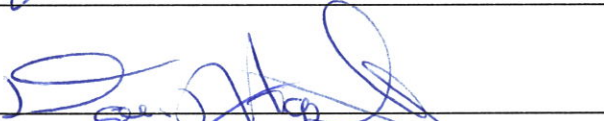
*Terry L. Walker*

Verne Leach, Chairman




---

Doug Haskins, Selectman



---

Bruce Cullett, Selectman



---

Date Approved: 12-27-21

RECEIVED  
DEC 27 2021  
*Kevin Leach*  
TOWN CLERK  
TOWN OF PERU