

BOARD OF SELECTMEN MEETING

Peru Community Center

3 East Main Rd. Peru MA

Monday, June 13, 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 5/23/22 and 6/6/22.
6. Updates of Departments
7. Discussion and Possible vote on Treatment of Hogweed, presented by Peggy White of Board of Health.
8. Discussion and possible vote to approve RFP Language for Town Hall Architectural Study.
9. Discussion and possible vote to approve the Town Procurement-Card policy.
10. Discussion and Possible vote to appoint Bruce Cullett as Emergency Management Director.
11. Public input
12. Review and Approve Accounts payable, Treasury Warrant, Payroll Warrant.
13. 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

Posted June 9, 2022 @ 4:55 pm, Kim Leach, Town Clerk

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: June 13, 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

Public Attendees: N/A

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 05/23/2022 & 6/6/2022: Selectman Leach motion to review and approve 05/23/2022 Selectmen Leach motion to accept minutes, Cullett second, 3-0 & Selectmen Leach motion to approve 6/6/2022 minutes pending changes, Selectman Cullett second, 3-0

Item 6: Updates of Departments: Highway Superintendent Russell mentioned he has a demo loader (WA270) and will try it out this week and see how it works. He also mentioned that he finished the culvert on East Windsor Road. Highway Superintendent Russell created a bid sheet for aggregate material for East Windsor Road bids. So all bidders won't have confusions can fill out the same form. Board of Selectmen approved of the bid form. Russell also replaced culvert Baumann Road. Selectman Haskins inquired about the reconstruction of the boom mower and asked whether Highway Supt Russell had received multiple quotes. Highway Superintendent Russell explained the history of the procurement of the boom mower -where it was purchased, and the quote came from the company he purchased the boom mower from. Supt Russell had solicited quotes and all the quotes came back the same.

Fire Chief Pelkey mentioned he finished a class on Thursday and passed the test as a Fire Prevention Officer. Chief Pelkey needs camera to take pictures of evidence. He is using his cell phone and if issue goes to court, they will keep his phone. Selectman Leach mentioned that he may need a digital camera. Chief Pelkey mentioned that he completed the annual inspection Danbee. Chief Pelkey and Tim Sears would like purchase Upcode which would access a program to get updated state fire and building codes. Fire Chief Pelkey and Building Inspector Sears will share the cost of \$400.00 per year. Selectman Cullett mentioned that Building Inspector does not have an account. Selectman Leach needs to find funding for Upcode. Chief Pelkey questioned where funding would come from with violations in municipal buildings. Selectmen Leach said that maintenance funding can be done on a case-by-case basis. Highway Department Russell mentioned that a state inspection was completed last year in Highway Garage.

Police Chief Cullett completed bridge training and last two exams last week and has applied for recertification. Chief Cullett also gave updates of police officers status regarding certification.

TA Welch made updates to procurement card policy and provided an updated draft to BOS. TA Welch also mentioned an email from Town Clerk Leach regarding the tie vote for Finance Committee. Town Clerk Leach was in contact with state elections division and received the ruling on moving forward. Selectman Leach gave an update on the process for

filling the vacancy on the Finance Committee. It is the Town's preference to post the position for two weeks prior to making the appointment. Selectman Cullett letter regarding RFP for town hall community center feasibility plan money in previous budget \$28,000 - 30B initial study request for quotes from 3 people. Over \$50,000 RFP with bids. Send request for 3 quotes from 3 architectural firms. Ed Munch working on cancellation stamps and envelope for 250th. 200 forever stamps and 200 envelopes which will come out of 250th budget.

Item 7: Discussion and Possible vote on Treatment of Hogweed, presented by Peggy White of Board of Health:

Selectman Leach recognized Peggy White, BOH, to give a presentation on Hogweed. Peggy White read a letter on behalf of the Board of Health asking the BOS to assist securing a contractor to treat a patch of Hogweed on 55 East Windsor Road. Selectman Leach inquired whether the patch of Hogweed in on Public or Private property. If it is on private property, permission is need from the owner. Discussion about past efforts to obtain permission from the property owner. It was determined that TA Welch would contact the company that is currently working in Peru on public property and see if they can treat the section that is on private property.

Item 8: Discussion and possible vote to approve RFP Language for Town Hall Architectural Study: Selectman Cullett inquired about chapter 30B requirements considering the scope under \$50,000 and TA Welch mentioned that an RFQ soliciting 3 quotes could be used. TA Welch described the RFQ and FRP process and that an RFQ would be more advantageous to the town. Selectman Cullett mentioned at this time the RFQ would be the best course of action. Selectmen Cullett excused himself for a short time. TA Welch asked Selectman Cullett to clarify a couple points in the RFQ access to plans for potential bidders.

Item 9: Discussion and possible vote to approve the Town Procurement-Card policy. TA Welch provided an update with BOS recommended changes. Highway Superintendent Russell mentioned that it would be important to have flexibility in the event of an essential piece of equipment failing. Selectman Leach motion to approve P-Card Policy as amended, Selectman Cullett second, 3-0. Selectman Cullett reiterated that he is recused from approving the P-Card policy section dealing with the Police Department.

Item 10: Discussion and possible vote to appoint Bruce Cullett as Emergency Management Director. Selectman Leach motion to appoint Bruce Cullett as Emergency Management Director, Selectman Haskins second, 2-0 Selectman Cullett recused himself.

Selectman Leach gave an update on procurement of booklets for the 250th Celebration.

Amy Davidson submitted a letter of resignation effective of July 1, 2022.

Item 11: Public Input: N/A

Item 12: Review and Approve Accounts Payable, Treasury Warrants and Payroll Warrant:

Item 13: Adjourn: Selectman Leach made motion to adjourn the 06/13/2022 BOS Meeting, Selectman Cullett second, Vote 3-0. The 06/13/2022 BOS Meeting adjourned at 8:00 P.M.

Articles used:

Minutes-05/23/2022 & 6/6/2022

Warrant-

Letter from Board of Health

Architectural Study RFP
P-Card Policy Draft

Respectfully Submitted,

Jim Leach
Town Administrator

Verne Leach, Chairman



Doug Haskins, Selectman



Bruce Cullett, Selectman



Date Approved: _____

RECEIVED
JUL 18 2022
Kern Leach
TOWN CLERK
TOWN OF PERU