

TOWN HALL 3 EAST MAIN ROAD PERU, MA 01235

SELECT BOARD MEETING MINUTES: April 22, 2024, 6:00 P.M.

Town Hall Meeting Room

Verne Leach, Chair Selectman/ACO
Doug Haskins, Selectman/Fin Com
Ed Munch, Selectman
Terry Walker, Town Administrator
Bruce Cullett, Police Chief
Justin Russell, Highway Superintendent
Valerie Bird, Board of Health
Ruth Calaycay, Library
Sharon Greule, Library
Public Attendees: Caleb Mitchell

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

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

Item 3: State Recording status: N/A

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

Item 5: Review and Approve BOS Meeting Minutes for 4/17/2024:

Selectman Leach motion to approve 4/17/2024 minutes pending changes, Selectman Munch second, 2-0 Selectman Haskins recused himself- he was not in attendance.

Caleb Mitchell mentioned there was an error on Item 8. The minutes should have stated that Selectman Leach apologized to Caleb Mitchell also Caleb wants rescinded statements used rather than redacted statements.

Item 6: Update of Departments:

Highway Superintendent Russell:

- Grading and all roadside sweeping has been completed.
- The bulk dumpster should arrive this week.
- Superintendent Russell needs a scanner for his office and hopes to pay for the scanner out of IT account. The IT account may have sufficient funds to pay for the scanner. Superintendent Russell will check with TA Walker for account balance.
- Selectman Leach asked Superintendent Russell when he would be fixing drains/ditches in front of the Leach and Hickling homes. Superintendent Russell mentioned that he can't do anything until the ditches dry up.

Police Chief Cullett:

- The Emergency management Grant will be used to purchase batteries for the town equipment. The grant will be wrapped up for the current year before the end of the fiscal year.
- Chief Cullett is acquiring quotes for an ATV which will be purchased using the Woodlands Partnership Grant. The grant is due by May 9th and TA Walker is working with Chief Cullett to submit the grant. The ATV will be used by the Police Department, Fire Department and Highway Department in emergency situations.

Health Agent, Valerie Bird:

Valerie Bird presented a letter from Daniel Hassett, the Town's Health Housing Specialist. The letter was an observation and his recommendations with the Town Hall mold issue. The report from Daniel Hassett included:

OBSERVATIONS:

- The smell of mold upstairs with a much stronger smell in the basement
- Water running under basement floor
- Moisture level is so high there is mold growing on the dirt floor
- HVAC duct work is a concern that runs through this section may be bringing mold throughout the building

RECOMMENDATIONS:

- Extensive renovations will be needed to eliminate the chronic moisture and mold
- Items in storage needs to be removed
- Area should be sealed off to slow the spread of mold spores
- Basement will need to be professionally cleaned
- A large grade dehumidifier and fan should be put in basement
- Use of the basement should be discontinued, and warning signs should be posted at entrances

Health Agent Bird reiterated that the downstairs should not be used. During the meeting, Valerie Bird told TA Walker with her sensitivity to mold that she should not go in the basement. Selectman Leach suggested hiring a contractor to seal off areas with mold. Valerie mentioned that this is not a quick fix and a professional should be contacted to get an estimate. Selectman Leach mentioned that something has to be done and they can't have people becoming ill. Selectman Haskins will contact Jay Jewell to get an estimate on sealing off the moldy areas. Police Chief Cullett and Selectman Munch agreed that if the area is sealed up- then ventilation needs to be installed. Valerie mentioned that the excessive amount of moisture in the basement is not healthy for anyone. Selectman Leach mentioned that the Annual Town Meeting will take place at the Fire House. Hopefully, the moldy area will be sealed off and ventilation will be installed before the Annual Town Election in June.

Town Administrator:

- TA Walker is working on the Woodlands Partnership Initiative Grant narrative to purchase ATV. She is waiting on quotes to finalize the grant
- TA Walker mentioned a Public Hearing notice for the MassWorks grant will be reviewed at the meeting on April 29th by the BOS. The Public Hearing will be posted to website and Berkshire Eagle 14 days prior to the public hearing.
- TA Walker mentioned that Selectman Leach was concerned about the increase in taxes. TA Walker mentioned that using Free Cash could offset the tax increase. It was not a consensus by the Board of Selectmen to use Free Cash to lower the taxes.
- TA Walker felt that using overlay to clean up the books and write off taxes from 1996, that are considered uncollectible taxes, would be a good financial move. She is working with the Assessors, Town Accountant and Tax Collector to remove some of the liabilities off Balance Sheet which is negatively affecting our Free Cash.

Item 7: Peru Library Annual Report with Ruth Calaycay and Sharon Greule: The Budget Requested submitted by Ruth Calaycay for the Peru Library for FY25 was \$21,243.00. which is an increase of 10%. The increase reflects a 5% increase in wages and additional expenses. Ms. Calaycay asked if yearly reports would be acceptable to the Board of Selectmen. The BOS agreed that yearly reports would be acceptable. Ms. Calaycay suggested reviewing the MOU dated 7/9/2021 and the BOS signing off every three years. Selectman Leach agreed that the review would start next year. Last years' State Aid was increased, and the library was opened 3 days per week and an extra 4 hours per week. Ms. Calaycay mentioned that some of the town funds must be spent on supplies in order to receive State Aid.

Ruth Calaycay is rewriting the strategic plan for the library, which is part of the process making small local libraries eligible for state grants. Ruth and Sharon mentioned that they had met with TA Walker regarding plans for a new town hall. They felt that having the library in the new town hall would be beneficial to both the town_hall and library. Ruth Calaycay is a member of the newly formed Town Building Study committee and she mentioned that 75% of the library portion of the new town hall may be covered by a grant from MBLC.

Item 8: Discussion of Open Meeting Complaint (2nd) made by Caleb Mitchell: Selectman Munch stated that they received the second OML violation before the board discussed the first OML violation. Caleb Mitchell stated that the second complaint was sent because the response to the Attorney General's office for the first OML complaint by Selectman Leach was not legal. The BOS should have discussed OML complaint #1 in a public meeting and that did not happen. After Selectmen Leach made a public apology to Caleb Mitchell and rescinded his comments about Caleb Mitchell, Caleb Mitchell accepted the apology. The Board of Selectman and Caleb Mitchell were all in agreement that these OML violations are behind them.

Item 9: Discuss and vote to appoint Jazu Stine, Public Health Food Specialist, (Berkshire Public Health alliance): Selectman Leach motion to appoint Jazu Stien, Public Health Food Specialist, Selectman Munch second, 3-0.

Item 10: Discuss and vote on Request for letters of support – Study of municipal safety needs in the Woodlands Partnership Region: Selectman Leach motion to table, Selectman Munch second, 3-0

Item 11: Discuss and vote to request that the Finance Committee transfer money into any accounts that may be short:

Selectman Leach motion to transfer \$4,000.00 from Reserve Fund to Utilities Heating Account, Selectman Munch second, 3-0.

Selectman Leach motion to transfer \$1,000 from Reserve Fund to Town Hall Cleaning Account, Selectman Munch second, 3-0.

Selectman Leach motion to transfer \$2,514.24 from Reserve Fund to Interest on Loans Account, Selectman Munch second, 3-0.

Item 12: Discussion on FY25 budget: Town Administrator Salary was briefly discussed. Selectman Haskins suggested letting the Finance Committee decide, Selectman Leach felt that 3% across the board was adequate, Selectman Munch stated that 3% was not enough. Discussion on FY25 budget was placed on hold.

Item 13: Public Input: none

Item 14: Adjourn: Selectman Leach made motion to adjourn the 4/22/2024 BOS Meeting, Selectman Haskins second, Vote 3-0. The 4/22/2024 BOS Meeting adjourned at 7:37 P.M.

Articles used:

- Letter from Daniel Hassett, Public Health Housing specialist- mold issue
- Library report and MOU
- Caleb Mitchell 2nd OML complaint
- Appointment letter
- Reserve Fund transfers

Terry Walker
Town Administrator

Verne Leach, Chairman



Doug Haskins, Selectman



Ed Munch, Selectman



Date Approved: 4-24-24

Received April 30, 2024 Kim Leach , Town Clerk

Peru Town Hall mold issue.

Observations:

On Thursday 18 April 2024 I was asked to give my opinion on the mold in the basement by Peggy White and Kim Leach. Present on this day was Jazu Stine, Public Health Food Specialist for BRPC. On Friday 19 April 2024, I met Valerie Bird there to discuss my observations. The first thing that I observed was that you can smell the mold upstairs in the Town Hall. Peggy took us downstairs, and the smell was stronger. We looked in the dirt floor section of the basement behind the old holding cell. There is a steady flow of water running down the hill and under the basement floor. The moisture level is so high that there is mold growing on the dirt and an old paint can has rusted to the point that it is starting to disintegrate. Of concern is that ductwork for the HVAC that runs through that section of the basement and likely bringing the mold up through the building whether the heat is running or not. All the old paper documents and materials in the area where the old police station is are adding to the spread of mold by giving more surface area for mold to grow. When looking at the rest of the basement, the chronic moisture is causing the metal to rust, the cinderblocks to crack on the external wall, and the floor to sink by support pillar near the external wall. There is blooming and blistering of the painted cinderblocks throughout the basement and the top of the stairs leading to the main floor meeting room. There is a home sized dehumidifier that is currently requiring emptying every 4 hours.

Recommendations:

Elimination of the chronic moisture is going to require extensive renovations. In the short term it is my recommendation that a plastic membrane be put over the dirt floor. The items in storage in the section with the old police station need to be removed. The area should be sealed off, including the door and the open window, to slow the spread of spores. The whole basement should be professionally cleaned using proper mold cleaning chemicals. The ducts for the HVAC system should be professionally cleaned. A larger, commercial grade dehumidifier and a fan venting air out should be put in the basement, both will help lower the ambient humidity. There should be an evaluation of the floor and walls to determine if the integrity is compromised. Use of the basement should be discontinued and a warning about mold should be posted at the entrances for those who may be sensitive. Note that these are only temporary solutions until a permanent solution can be agreed upon by the town.

Daniel Hassett

Daniel Hassett

Public Health Housing Specialist

INTEROFFICE MEMORANDUM

TO: TOWN OF PERU DEPARTMENT HEADS
FROM: BOARD OF SELECTMEN
SUBJECT: FISCAL YEAR 2025 YEARLY BUDGET
DATE: January 22, 2024
CC: FINANCE COMMITTEE

PLEASE SUBMIT YOUR PRELIMINARY BUDGET FOR FISCAL YEAR 2025, NO LATER THAN February 26, 2024, USING THE FORMAT SHOWN BELOW. PLEASE GIVE TO THE BOARD OF SELECTMEN.

Table with 4 columns: ACCOUNT NUMBER, ACCOUNT NAME, FY24 BUDGET AMOUNT, FY25 REQUESTED BUDGET AMOUNT. Row 1: 30610.00 (n/a?), Peru Library Inc. Operating Expenses ★, \$19,265, \$21,243.

SUBMITTED BY: [Signature]

★ Please see attached for budget details. Thank you!

SHOULD YOUR DEPARTMENT REQUIRE A MAJOR PURCHASE IN FY 2025, PLEASE SUBMIT SEPARATELY ALONG WITH DESCRIPTION, JUSTIFICATION, AND ESTIMATED PRICING.

THANK YOU.

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FY2025 Budget Request / Peru Library Inc.

Requested increase is \$2158, please see details below.

<u>Operating Budget</u>	<u>FY2024</u>	<u>FY2025</u>	<u>Inc./Dec.</u>
	\$19,265	\$21,243	2158
Includes:			
1) <u>Director's Salary</u>	\$8360	\$8828	468
FICA Employer's share, 6.2%	581	610	29
Medicare Emp. Share, 1.45%	136	143	7
SUTA (Estimate)	250	250	0
Worker's Comp	200	285 (est.)	(85)
<u>Total payroll</u>	\$9527	\$10,116	589

Note: 5% COL raise at \$15.75 / hour. Director's salary will include \$1000 from State Aid.

2) <u>Library Expenses</u>	\$9738	\$11,307	\$1569
Patron Materials (required minimum)	3600*	4275	675
Acct & Payroll Services	1650	1700	50
Utilities	Total: 2114	3032	918
		Includes: Phone 672 Electric 660 Propane 1700	
Building Insurance	1034	900	-134
ISP / CWMARS	800	800	0
Online catalog / TinyCat	300	300	
Misc.: PO Box, supplies	240	300	60

* Portion of a grant from ARSL / Assoc. for Rural & Small Libraries allowed Library to meet minimum materials requirement.

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Table 1

MBLC 2023 STATISTICS						
LIBRARY	POPULATION	% OF GF EXP	ANNUAL SAL	MIN/HR	MAX/HR	
Blandford	1210	2.11	34,944.00	24.00	24.00	28
Chatham South	67	1.28	7,249.00	22.00	22.00	6
Dennis South	1192	0.86	34,450.00	25.00	25.00	27
Dennis West	1341	0.86	33,280.00	32.00	32.00	20
Florida	685	0.79	12,150.00	18.00	18.00	19
Gill	1536	NA	10,000.00	23.72	23.72	10
Hancock	751	0.64	NA	14.96	14.96	4
Hardwick	772	1.46	11,440.00	20.00	22.00	10
Leyden	738	1.50	17,661.00	19.40	19.40	18
Middlefield	388	NA	7,200.00	12.00	12.00	12
Montgomery	812	NA	12,152.00	11.00	16.22	21
New Salem	997	2.06	25,609.00	25.78	25.78	19
Peru	804	0.78	10,778**	14.75	15.00	14
Rowe	422	1.68	28,590.00	25.00	28.49	20
Sandisfield	982	0.47	16,500.00	20.00	20.00	17
Shelburne	944	1.50	25,665.00	27.42	27.42	18
West Stockbridge	1338	0.82	24,336.00	23.40	23.40	20
Windsor	821	0.42	NA	18.00	18.00	10
Worthington	1182	0.52	21,450	18.00	18.00	25
AVERAGES				20.76	21.33	
				Average salary for libraries open 14 hrs or less (7) is \$18.24		
				**includes \$1000.00 State Aid and Grant allotment		
Hinsdale	1908	1.34	22,600.00	22.87	22.87	19
Dalton	6290	1.15	65,853.00	31.66	31.66	40
Statistics from DOR Gateway site and MBLC						

PL

PERU LIBRARY, INC.

Peru Library, Inc., 7/1/2022 – 6/30/2023

Receipts

Town Appropriation	\$19,265
State Aid	\$3959
<u>Total</u>	<u>\$23,224</u>

Expenses

Patron Materials:	
Books	1776
DVDs/Video	1134
Periodicals	211
<u>Other materials</u>	<u>491</u>
<u>Total</u>	<u>\$3612</u>
Internet	768
Director Salary	8360
State Aid	3219
Utilities	3618
Insurance	1137
Supplies & Maintenance	742
Accounting &	
<u>Payroll Expense</u>	<u>1143*</u>
	\$22,599

*\$1252 balance for FY23 paid 9/23

Note: FY23 was the Library's second year managing its finances independently, per the Town-Library Memorandum of Understanding agreed 7/2021. Budget oversight is provided by an outside accountant.

Circulation: Items borrowed, 2127, including 829 books, 1069 DVDs, and 272 interlibrary loans through cwmars.

Total circulating items: 7741. Books, 4839; DVDs, 2588; Magazines, 20 subscriptions; Miscellaneous (passes, games, audio, puzzles, etc.), 294.

Events: 10, with 259 participants. **Volunteers:** 10, 65 hours of volunteer work – many thanks!.

Total library attendance: 973. **Registered borrowers:** 382, including 292 Peru residents. Our thanks, as always, to Town residents for their support of the Library's operating budget.

Overview, FY2023-25: A generous grant through ARSL / Association of Rural and Small Libraries allowed us to purchase \$3500 in new children's books, and also helped the Library meet state minimum materials requirements for certification through the MBLC / Massachusetts Board of Library Commissioners. The same ARSL grant provided \$1200 for supplies for an online catalog. Initial set-up of the new catalog, on LibraryThing / Tiny Cat, is ongoing. Thanks to an increase in State Aid through the MBLC, library hours were extended for 6 months from May 1 through Oct. 31, from 2 days / 10 hours a week to 3 days / 14 hours, to improve access and make it easier for children to take part in the Summer Reading & Writing Program. In 2024, extended hours for May through October will again be funded by State Aid.

Projects this year include filing an updated Strategic Plan for FY25-29 to make the library eligible for State and Federal grants, and continuing work on the Local History Area.

Respectfully submitted,

Ruth Calaycay, Director. Board of Trustees: Kathy Borden (Chair), Sharon Greule, Dawn Warner.

(PZ)

Peru Library, Inc.
Profit & Loss
July 2022 through June 2023

	TOWN GRANT	TOTAL
Ordinary Income/Expense		
Income		
Direct Public Support		
Town of Peru	18,893.00	18,893.00
Total Direct Public Support	18,893.00	18,893.00
Total Income	18,893.00	18,893.00
Expense		
Contract Services		
Accounting Fees	465.00	465.00
Total Contract Services	465.00	465.00
Dues and memberships	20.00	20.00
Facilities and Equipment		
Building Maintenance	309.40	309.40
Utilities		
Electric	629.95	629.95
Propane	1,638.70	1,638.70
Total Utilities	2,268.65	2,268.65
Total Facilities and Equipment	2,578.05	2,578.05
Filing fees	65.00	65.00
Operations		
Insurance - Liability, D and O	844.00	844.00
Insurance - Workman's Comp	189.00	189.00
Library Materials		
Books in Print	1,667.96	1,667.96
Patron Materials	760.27	760.27
Print Serial Subscriptions	531.86	531.86
Technology - Direct Patron Use	768.38	768.38
Video	1,428.53	1,428.53
Total Library Materials	5,157.00	5,157.00
Office Supplies	639.13	639.13
Postage	166.52	166.52
Telephone & Internet	658.93	658.93
Total Operations	7,654.58	7,654.58
Payroll Expenses		
Payroll Tax Expense	862.76	862.76
Salaries/Wages	9,526.00	9,526.00
Payroll Expenses - Other	22.75	22.75
Total Payroll Expenses	10,411.51	10,411.51
Website/Internet expenses	393.63	393.63
Total Expense	21,587.77	21,587.77
Net Ordinary Income	-2,694.77	-2,694.77
Net Income	-2,694.77	-2,694.77

**Peru Library, Inc.
Profit & Loss
July 2022 through June 2023**

	<u>LIBRARY</u>	<u>OTHER GRANTS</u>	<u>STATE AID</u>	<u>TOWN GRANT</u>	<u>TOTAL</u>
Ordinary Income/Expense					
Income					
Direct Public Support	781.53	0.00	3,958.97	18,893.00	23,633.50
Investments	0.00	0.00	2.83	0.00	2.83
Total Income	781.53	0.00	3,961.80	18,893.00	23,636.33
Expense					
Business Expenses	125.00	0.00	0.00	0.00	125.00
Contract Services	2,820.28	0.00	0.00	465.00	3,285.28
Dues and memberships	0.00	0.00	0.00	20.00	20.00
Facilities and Equipment	301.78	0.00	0.00	2,578.05	2,879.83
Filing fees	0.00	0.00	0.00	65.00	65.00
Operations	5,163.88	0.00	0.00	7,654.58	12,818.46
Other Expenses	0.00	0.00	0.00	0.00	0.00
Payroll Expenses	0.00	1,993.07	2,931.67	10,411.51	15,336.25
Reconciliation Discrepancies	0.00	0.00	-0.11	0.00	-0.11
Website/Internet expenses	0.00	0.00	0.00	393.63	393.63
Total Expense	8,410.94	1,993.07	2,931.56	21,587.77	34,923.34
Net Ordinary Income	-7,629.41	-1,993.07	1,030.24	-2,694.77	-11,287.01
Other Income/Expense					
Other Expense	4.82	0.00	0.00	0.00	4.82
Interest Expense	4.82	0.00	0.00	0.00	4.82
Total Other Expense	-4.82	0.00	0.00	0.00	-4.82
Net Other Income	-7,634.23	-1,993.07	1,030.24	-2,694.77	-11,291.83
Net Income					

4/22/'24

Annual meeting FY24, Peru Library and Board of Selectmen

Items to review:

Memorandum of Understanding

Meeting purpose (see p.2)

Query (see p.1) – Change timing re Library providing financial reports from accountant?

Suggested change, that financial reports will be provided “annually and on request.”

Note: Accountant we’re working with has changed, therefore procedures may change.

Library overview packet:

p.1 Annual Report

p.2 Profit and Loss statement provided by accountant, regarding Municipal Appropriation only

p.3 Profit and Loss statement by accountant, for all income and expenses

p.4 Budget Request, includes increase of \$2158

p.5 Budget Request, detail

p.6 MBLC statistics regarding director salaries for small libraries.

MBLC handout: Legislative Agenda, FY2025

Memorandum of Understanding between the Town of Peru and Board of Trustees of the Peru Library

The following will constitute a Memorandum of Understanding (MOU) between the elected Select Board of the Town of Peru, Massachusetts, (Town) and the Board of Trustees of Peru Library, Inc. (Library), a non-profit 501(c)(3) organization founded for the purpose of providing public library services to the residents of Peru and the Commonwealth of Massachusetts (Commonwealth), in accordance with M.G.L.A. c.78, sections 19A and 19B. This MOU is effective upon the date of the last signature below and will stand until and unless it is modified by mutual agreement of Town and Library.

Whereas: Library is a legally distinct association library, and is not a Town department. Library is designated as a public library by the Massachusetts Board of Library Commissioners (MBLC) based on requirement that Library meets standards set forth in 605 CMR 4.00: Free Public Library Service. (<https://mblic.state.ma.us/about-us/laws-and-regulations/605cmr4.php>)

Whereas: Library is certified to receive annual funding from the Commonwealth (State Aid) through the Library Incentive Grant Agreement and the Municipal Equalization Grant Agreement in accordance with M.G.L. c.78, and 19a, chapter 478 acts of 1987 and chapter 240 acts of 1989, as amended. (<https://mblic.state.ma.us/programs-and-support/state-aid-and-arls/regs-standards.php>)

Whereas: Receipt of State Aid is dependent upon MBLC's annual renewal of Library's certification as a public library. The annual certification requirements include funding from Town in an amount that meets or exceeds the Municipal Appropriations Requirement (MAR) as provided by the MBLC. State Aid is typically remitted to Town Treasurer twice yearly, in Jan./Feb. and in March/April.

Now Therefore: In consideration of Library providing library services to Town according to MBLC standards, Town agrees to take the following actions on an annual basis:

- Include, in its annual municipal budget, Town Funding for Library that meets or exceeds the MAR provided by Library in its budget request, provided that Town Funding shall be dependent on a vote in favor at the Annual Town Meeting;
- Library's request for Town Funding will be placed on first town meeting warrant for the new fiscal year: Upon approval of warrant, voter-approved Town Funding will be transferred in full to the bank account established by Library that is dedicated for deposit of Town Funding and State Aid (the "Dedicated Library Bank Account"); and
- Library will provide Town Treasurer with MBLC notifications, twice yearly, regarding amount and timing of State Aid awards: State Aid will be deposited within thirty (30) days after receipt to the Dedicated Library Bank Account.

In consideration of Town's promises to annually budget Town Funding and make timely transfers of Town Funding and State Aid, Library agrees to the following actions:

Exercise commercially reasonable efforts to annually meet the standards for certification as set forth by the MBLC;
Provide to Town an annual budget request that includes the MAR;
Provide to Town monthly and annual reports on its use of Town Funding, which reports shall include financial reports produced by an outside accountant or bookkeeper with no connection to or interest in Library; and

Provide to Town an annual report with content and style suitable for inclusion in the Annual Town Report.


The Board of Selectmen and Trustees mutually agree to meet annually at the middle of the fiscal year to review the subject of this MOU and discuss Library operations and results for that fiscal year and Library's plans for the next fiscal year. The Board and Trustees may meet as needed to address other business by request of either party, with 2 weeks' notice.

(Signed by representatives of Town Board of Selectmen and Library Board of Trustees

Kathleen M. Borden, Chair: Signature

Board of Trustees

Date:



7/9/21

Verne Leach

Board of Selectmen, Chair: Signature

Town of Peru, Mass

Date:


7-12-21

Town of Peru

Peru, Massachusetts 01235



Request For Transfer From the Reserve Fund (To be submitted in triplicate)

Date: 4/22/24

Finance Committee:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws. $\$ 95781.00$ RE

1. Amount requested: $\$ 4,000.00$
2. To be transferred to: Utilities - Heating 60002.06
Name of appropriation and account #
3. Present balance in appropriation: $\$ 1,893.05$
4. The amount requested will be used for: (give specific purpose)
Invoice 19921918 $\$ 2,338.05$ - April
Plus May + June
5. This expenditure is extraordinary and/or unforeseen for the following reasons:

Jeremy Walker - T.A.
Officer or Department Head

Action of Finance Committee

Date of Meeting _____ Number present and voting _____

Transfer voted in the sum of _____ Transfer disapproved []

Chairman, Finance Committee



TOWN OF PERU
Account # 4673060
GENERAL DELIVERY
3 EAST MAIN RD
SUITE 115

Amount Due	\$2,338.05
Date Due	05/02/2024
Invoice Number	19921918
Invoice Date	04/02/2024

Delivery Invoice

Service Address: 7 E MAIN RD PERU, MA 01235
2000 ALL GAS 7 E MAIN RD

Date	Item Description	Quantity	Unit Price	Amount
04/02/2024	Propane	1010.500	2.2924	2,316.47
04/02/2024	Hazardous Materials Safety and Compliance Fee	1.000	13.6200	13.62
04/02/2024	Fuel Recovery Fee	1.000	7.9600	7.96
04/02/2024	MA Sales Tax Exempt			0.00
Amount Due				\$2,338.05

VENDOR# 269
 GL ACCOUNTS: 60002.06
 AMOUNT \$ 2338.05
 APV'D BY: (Signature)

Delivery History

Other Ways to Pay

Need Help?

ostermangas.com Your Local Office: 800-790-3402
 Pay by Phone: 855-804-3835 Toll-Free (24 hr.): 855-804-3835
 ostermangas.com

▼ Please detach and return this bottom portion with your payment. ▼



Osterman Propane
5 Cheshire Road
Pittsfield MA 01201

Amount Due	\$2,338.05
Date Due	05/02/2024
Invoice Number	19921918
Account Number	4673060

Pay online or schedule deliveries at **ostermangas.com**

RETURN SERVICE REQUESTED



244506 0.1840 0405 4772 9573 1/1 BIN:1
TOWN OF PERU
GENERAL DELIVERY
3 EAST MAIN RD SUITE 115
PERU MA 01235-2901

Superior Plus Propane
PO BOX 981045
BOSTON MA 02298-1045



00046730600019921918000023380500002338053

Town of Peru

Peru, Massachusetts 01235



Request For Transfer From the Reserve Fund (To be submitted in triplicate)

Date: 4/22/24

Finance Committee:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws. \$95781.00 R.F.

1. Amount requested: \$ 1,000.00
2. To be transferred to: Town Hall Cleaning # 60002.40
Name of appropriation and account #
3. Present balance in appropriation: \$ 660.00
4. The amount requested will be used for: (give specific purpose)
May + June Cleanings
5. This expenditure is extraordinary and/or unforeseen for the following reasons:

Jerry Walker - TA
Officer or Department Head

Action of Finance Committee

Date of Meeting _____ Number present and voting _____

Transfer voted in the sum of _____ Transfer disapproved []

Chairman, Finance Committee

Town of Peru

Peru, Massachusetts 01235



Request For Transfer From the Reserve Fund (To be submitted in triplicate)

Date: 4/22/24

Finance Committee:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws. # 95781. W RF

1. Amount requested: \$ 2,514.24
2. To be transferred to: 70750.00 Interest on loans
Name of appropriation and account #
3. Present balance in appropriation: \$ - 2,514.24
4. The amount requested will be used for: (give specific purpose)
Bank interest on MassWorks GAN
5. This expenditure is extraordinary and/or unforeseen for the following reasons:
unforeseen GAN
Grant Anticipation Note

Jerry Walker - TA
Officer or Department Head

Action of Finance Committee

Date of Meeting _____ Number present and voting _____

Transfer voted in the sum of _____ Transfer disapproved []

Chairman, Finance Committee

