

BOARD OF SELECTMEN MEETING
Town Meeting Room 3 EAST MAIN RD
Monday, November 8, 2021 @ 6:00 PM

Call to order

1. Roll Call
2. State recording status
3. Pledge Alliance to the Flag
4. Review and Approve BOS Meeting Minutes for 9-13-2021, 9-20-21, 9-27-21, 9-30-21
5. Update of Departments.
6. Discussion and Possible vote to approve Assessment Services Contract with Regional Resource Group, Inc.
7. Discussion of 250th Town of Peru Anniversary updates
8. Discussion and Possible vote to approve job description for Town Administrator
9. Public Input
10. Review and Approve accounts payable, Treasury Warrant
11. 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 ; Additional Postings at Town Hall Bulletin Board, & Town Hall office.

Posted by Caleb Mitchell, Town Administrator on 11-4-21 at 5:55 PM

SELECT BOARD MEETING MINUTES: November 8, 2021: 6:00 P.M.

COMMUNITY CENTER

Verne Leach, Chair Selectman/ACO
Doug Haskins, Selectman/Finance Comm.
Bruce Cullett, Selectman/Chief of Police
Caleb Mitchell, Town Administrator
Jim Kenney, Historical Comm
Jesse Pelkey, Fire Chief
Finance Committee

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, Verne Leach recording

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

Item 4: Review and Approve Meeting Minutes for 9-13-2021, 9-20-21, 9-27-21, 9-30-21; 9-13-21 minutes were discussed and put on hold, a brief discussion regarding what should be included in minutes per the OML was had. Leach motion to approve minutes pending changes on 9-30-21 minutes, Haskins second vote 3-0.

Item 5: **Updates of Departments**

Cemetery commission: All headstones are cleaned.

James Kenney: Historical Comm. Good sales on medallions reports only 16 medallions left will look into possibly casting additional medallions. Explained increase in cost of medallions due to increase in cost of pewter and other materials. Selectmen were in agreement that additional medallions needed to be ordered.

Fire Chief: Proposal to modify three vehicle radio systems was provided to BOS by Fire Chief.

Discussed proposed new rule in Committee currently for Rural Ambulance Service/ 1 EMT and 1 1st responder to operate an ambulance. Chief Pelkey explained that Zello is a phone app used to convert a cell phone into a two way radio allowing Firefighters to use their cell phone as a radio. Chief Pelkey informed BOS that grants are available every year reoccurring grants to the town such as DCR \$2,500 matching grant. Chief Pelkey inquired as to the possibility of utilizing American Rescue Plan funds for communication equipment for Fire Dept. BOS to research. Chief Pelkey discusses policy for reimbursement of costs for EMT training and certification. Selectmen agree that only members serving Fire Dept. or Police Dept. should be sent to EMT training. Chief Pelkey reports that software for NFIS is expensive starting in January 2022 cost is \$175.00 per month. Firehouse Software, Emergency Reporting are being phased out as of 12/31/2021, fire dept has about 65 calls per year and he does not believe it is worth purchasing new software.

Shaker Lee-repaired Engine 3, Tanker 1 Charging unit replaced and ready for winter.

Police Chief: Chief Cullett states that tentative date is set for Naloxone training.

Selectman Cullett states that re-lighting project for Town Hall and Highway Dept buildings is scheduled for November 15, 2021.

Assessors: TA stated that RRG questioned if the Town had made a request to DOR to send out estimated tax bills.

TA: Submitted Risk Management Grant to MIIA. TA received resignations from two members of the Board of Assessors effective 12/31/2021. Consensus that opinion from Town Counsel is needed regarding modifying Assessors from three

member board to single member. Other questions that need to be answered are should compensation of Assessor be changed from salary to hourly.

Item 6: Discussion and Possible vote to approve Assessment Services Contract with Regional Resource Group, Inc. TA states that the short term contract until 12/31/2021 should be signed. All agree that time is of the essence and contract should be expedited to allow the tax bills to be sent out. After BOS signs off on contract, the Town Accountant's signature is required.

Leach motion to approve, Cullett second vote 3-0

Item 7: Discussion of 250th Town of Peru Anniversary updates : Discussion to move opening ceremony from 12 noon to 1 p.m., with possible parade in the morning, Selectman Leach states that John Munch agreed to host car show but wants letter in writing from town regarding liability and restoration of field if damaged.

Item 8: Discussion and Possible vote to approve job description for Town Administrator: Minor changes to draft of job description were discussed. BOS agrees that position will include an average of 25 hours per week and will be a benefited position. BOS agrees that TA hours should be recorded on a time sheet. Selectman Cullett recommends that candidate be required to have valid driver's license and pass a CORI check. Leach makes motion to approve pending changes, Cullett seconds, vote 3-0.

Item 9: Public Input: A discussion regarding photo sensors on exterior lighting was brought up. Leach stated that next week's agenda should have possible hiring of temporary Administrative Assistant to free up some of TA's time. Cullett states that candidate for position is currently employed in Monterey and with what has been reported recently in The Berkshire Eagle he would need to interview the candidate before hiring. The Monterey Town Clerk, Terry Walker, has applied for the position as Administrative Assistant. BOS directs TA to place Terry Walker on next week's agenda for an interview.

Item 10: Review and Approve Accounts payable, Treasury Warrants, Payroll Warrant: No warrants this week.

Item 11: Adjourn: Leach made motion to adjourn the 11-8-2021 BOS Meeting, Haskins seconds, All agree Vote 3-0. The 11-1-2021 BOS Meeting adjourned at 7:28 P.M.

Articles used:

- Resume/cover letter of Terry Walker
- Resignation notices of Amy Davidson and Shana Lecours
- Contract with RRG
- Estimates from Pro-Comm provided by Fire Chief
- Meeting minutes from 9/13/21 and 9/30/21

Respectfully Submitted

Terry L. Walker, Administrative Assistant

Verne Leach, Chairman



Doug Haskins, Selectman



Bruce Cullett, Selectman



Date Approved: 12-6-21

RECEIVED
 DEC 16 2021
 Kim Leach
 TOWN CLERK
 TOWN OF PERU