**Town of**

**Peru, Massachusetts**



April 23, 2018

Community Center, 3 E. Main Rd.

 **OFFICIAL**

**Minutes to Board of Selectmen’s Meeting**

**Present:**

Bruce Mr. Cullett, Chairman BOS/Police Sergeant

Ed Munch, Selectman/Historical Commission

Verne Leach, Selectman/ACO/Transfer Attendant

Caleb Mitchell, Town Administrator

Justin Russell, Highway Superintendent

Brian Dewkett, Fire Chief

Jeff Heneault, Chief of Police

Irene Morrison, Selectmen’s Secretary

Sharon Gruele, Assistant Town Clerk

Karen Tonelli, Assessor

**Residents:** Brad Torrey

**Guest(s):** Jim Barry, Green Communities Coordinator for Western Massachusetts

Item 1: **Call to order**

Meeting called to order at 6:00 P.M.

Item 2: **Roll Call**

Chairman Cullett present, Selectman Munch present, Selectman Leach present

Item 3: **State recording status**

Recording: Selectman Leach, Secretary Morrison

Item 4: **Review and Approve Meeting Minutes of 4/17/18**

Chairman Cullett makes motion to approve 4/17/18 Meeting Minutes pending changes. Selectman Munch seconds. All in agreement. **VOTE 3-0**

Item 5: **Report from Departments**

**Police – Chief Heneault Reporting**

Chief Heneault requests that the Animal Control Officer, Verne Leach be placed under the jurisdiction of the Police Dept. He said, “Mr. Leach has access to a Police Vehicle, but is not a Police Officer. He has access to guns which are issued by the Police Dept. He was trained in a 20-hour training class. Sargent Cullett qualifies him every year out of the Police Budget. It’s a liability, and makes sense for a non-Police Officer, with his uniform saying Peru Police Dept., having access to a Police Vehicle and a gun.” Animal Control Officer Leach recused himself from the discussion. Chairman Cullett recused himself from BOS, and speaking as Police Sargent said, “he believes that in most towns, it works that way.” The Assistant Town Clerk, Sharon Gruele will have to participate in the vote, as Mr. Leach and Mr. Cullett have recused themselves. When Mrs. Gruele arrived, Chief Heneault explained the situation to her.

Mr. Munch motions that Animal Control Officer Leach will be placed under the jurisdiction of the Peru Police Dept. Sharon Gruele seconds. Both in agreement. **VOTE 2-0**

**Highway Department – Superintendent Russell reporting**

Superintendent Russell said another $1,412.12 has been added to the total amount for snow roads.

Mr. Cullett said that as of April 12, 2018, we had expended $ 95,058.11, and were $25,058.00 over.

TA Mitchell gave an updated figure of $101,433.41 expended for snow roads as of April 22, 2018. That makes $31,433.41 over budget. Adding the $1,412.12 to that, we are now $32,845.53 over. Mr. Cullett said “that will be the first item from Free Cash that we need to have on the ATM Warrant.

Superintendent Russell said that they will start sweeping tomorrow. Mr. Cullett asked him if he had heard anything back from MEMA regarding reimbursement. Superintendent Russell said that he had received an e-mail from MEMA saying that the State had hit the level. Berkshire County qualified, but the whole state had to qualify.

Superintendent Russell said that at some point, they are going to start burning the brush pile located at the Center Cemetery. He talked about cutting a dead tree down and to get the stumps out of the side hill by the road. He said he wants to eliminate people from driving within the cemetery up to the stones, and making ruts. He wants to put gravel down and make a parking area, with a couple posts with a chain

going across.

Superintendent Russell said the Mack Truck is still at Camerata. They are trying to tell him that rear end needs to wear in before it stops making noise. He has been back and forth talking with a Representative of Mack. The person he spoke with said that there was no way that should have to wear in. Superintendent Russell is trying to figure out what to do with this situation. He’s waiting for the people from Mack to get back to him tomorrow in hopes they can advise him what direction to go with this, or if they can find another rear end or to change the housing. Mr. Munch asked if we could turn this over to Town Council. Mr. Cullett said we purchased the rear-end from Camerata with a warranty. We had them install it. They need to either make it right or refund us the amount. He said he would prefer that they’d refund the money.

Superintendent Russell said that he can drive the truck to get it out of there, but he can’t make sharp right turns. The BOS advised him to get the truck out of there before we go to Town Council.

Superintendent Russell has considered the Daimler Finance Group for the financing of the new truck. He has not had any luck in someone getting back to him. He said that they only finance five different brands of Freightliners including Western Star, but that was $20,000.00 more than the price of the International. International is not one of the companies that they finance. Currently, he doesn’t feel that Daimler Finance is the right way to go. Also, with the new truck, to not have to put it out to bid is an Article of the Greater Boston Police Council. There is a $256.00 fee to join that. He asked if he should add that on to the total on the truck at the Town Meeting. Mr. Cullett said “we’re not adding the full amount on top, but we’re using $125,000.00 out of Free Cash.”

Superintendent Russell said he has received quotes from Miller and Roberts Energy. Roberts is probably who he’s going to switch to as the diesel supplier. They’re almost $1.00 cheaper right now. He said he’s supposed to stArticle getting price updates every week. Miller’s was $8,753.51 for a 500-gallon tank. Roberts Energy, minus the sales tax as shown on the quote would be $4,658.30 for a 500-gallon tank. Superintendent Russell said if we switch to them as the fuel supplier, they will come for no charge put GPS monitoring devices on both tanks. Although we can set it as we want, if the gas tank got down to approximately 20%, the next day it generates a delivery automatically. He said he will check to see how much fuel from Mirabito is left in the tank, and hopefully can get through the remainder of the Fiscal Year with that. With Mirabito, he said that he has run out of fuel 3 times this year, and has had to siphon fuel out of one truck into another, because Mirabito didn’t come up with fuel. Therefore, he is discontinuing his service with Mirabito.

Mr. Cullett makes motion to go forward with Roberts Energy. Mr. Munch seconds. All in agreement. **VOTE 3-0**

Superintendent Russell indicated that as of right now, there’s $8,794.92 left in the fuel account. The tank is $4,658.30, which would leave $4,136.62, which he believes is enough to make it to July.

Superintendent Russell said that Travis has been out for almost 2 weeks after an eye injury. He has a piece of metal in his eye. They drilled it out, and he still can’t see that well. The doctor that he went to see today said that he’s out until further notice. Superintendent Russell indicated that Travis told him he had talked to the Insurance Adjustor from MIIA today, and that they want him to see someone in Boston or UMASS Worcester Hospital. They told Travis that if it’s still like this after a month, it could be permanent eye damage. Superintendent Russell said that he has all the safety equipment that could be used for protection i.e. face shields, respirators, dust shields, earplugs, earmuffs etc. Mr. Cullett suggests that Travis have a refresher class in OSHA through Baystate Roads. Mr. Russell said that Dale Weeks would be occasionally helping when needed. He also said that Travis must be 100% approved by MIIA to return to work.

Superintendent Russell informed the BOS that Brad has been on the Highway Dept. for over a year now. He has obtained his hydraulic, 2A and 4G licenses. He recommends that Brad get a 50 cent raise for both grades that he got. Mr. Cullett suggested completing a review with Brad.

**BOS**

Mr. Leach informed Chief Heneault that there is a young individual that would like to do a ride-around with the Police Dept. That individual is over 18, and may be pursuing Law Enforcement. Chief Heneault said he has already received the waiver form from Dalton. Only Chief Heneault or Sargent Cullett can do the ride-around with this individual. Mr. Leach proposes that the Police do a ride-around. Mr. Munch seconds. Mr. Cullett recused himself. **VOTE 2-0**

**Fire Department – Chief Dewkett reporting**

Chief Dewkett said that he’s all set up with the brush trucks. He also eliminated one of the refrigerators if anyone knows someone who needs one. Mr. Leach informed Chief Dewkett that the electric company messed up on the electric bills. Chief Dewkett said that Margaret Carnevale from DCR will be coming up to take the 2 six wheelers as they are government excess vehicles that have been put in for disposal.

Chief Dewkett said they worked a little bit with the smaller pumps last week. They went through the brush pump on the little pick-up, and the one on the 2 ½. He also changed the way that the 2 ½ is set up. He said that it’ll work out better for a forest fire fighting aspect. He said he had a dump tank on the side of that truck that we’ve had for ages. He wanted to know if there was room in the old Highway Building. Superintendent Russell said that he could find room.

Chief Dewkett informed the BOS that the 2 new members of the Volunteer Fire Dept. should be starting next week with the EMT class.

Chief Dewkett said the sewer line is still frozen. He, Superintendent Russell and the BOS discussed the problems that have been going on with it, and talked about various scenarios that they could try to work out to fix the problem. It was suggested to talk to Kenny Hall, who has donated a lot of time and machine work in that whole process.

**Town Administrator – Caleb Mitchell reporting**

TA Mitchell said that he called the Town of Worthington to let them know we were going to do something for their 250th Anniversary. They wanted to know what we could do. Mr. Cullett said at a minimum, we could get a Fire Truck, Police Cruiser, and/or have our BOS go up there and ride in a convertible in respect to the town. The celebration will be on June 30.

TA Mitchell indicated that he has posted the Council on Aging Director position. He also has mailed out requests for Town Audit bids from several firms. The deadline for submission and opening of bids will be May 7, 2018.

TA Mitchell said that the Town Clerk has requested the BOS to appoint Sharon Gruele, Assistant Town Clerk as an Assistant to the Town Board of Registrars.

TA Mitchell said he has an application from Rick Nelson for a Per Diem Transfer Attendant. Mr. Munch suggested we put this on the Agenda, and have Mr. Nelson come in for an interview.

Item 6: **Ballot vote as a participating governmental unit of the Berkshire County Insurance**

 **Group**

Mr. Cullett motions to vote to terminate from Berkshire County Insurance Group. Mr. Leach seconds. All in agreement. **VOTE 3-0**

Item 7: **Discussion of alternative website development and implementation**

Mr. Cullett said that we need a budget number of what we think we should carry for FY19 for getting our website back off the ground. At the last BOS Meeting of 4/17/18 the BOS voted to terminate our relationship with DD Graphics, the current host of our website. They have been unresponsive to our needs. Mr. Cullett motions to terminate the services of DD Graphics. Mr. Leach seconds. All in agreement. **VOTE 3-0**

TA Mitchell said that website development through BRPC would be too expensive. He said with “Virtual Towns & Schools”, you’re allowed to have an unlimited number of users, each having assigned specific permission(s) as to what they can do. They do charge for each additional user above 2. Two of the primary users can call into Customer Support. They provide training, have online documentation, and other various assistance. Each month they offer webinars or other training. Mr. Munch asked if we were going to break this payment off into 3 sections, seeing that we’re allowed 3 years. Mr. Cullett said that at the Finance Meeting it was discussed that it would be budgeted at 1/3 of the total amount well as the first year of hosting. Mr. Leach motions to go with Virtual Towns & Schools pending Finance Approval. Mr. Cullett seconds. All in agreement**. VOTE 3-0**

Item 8: **Presentation and discussion of Green Community Designation with Jim Barry, Western**

 **Regional Coordinator for Massachusetts Department of Energy Resources**

Jim Barry, Western Regional Coordinator for MA Dept. of Energy Resources explained in detail each of the 5 Criteria required to qualify for and be designated as a “Green Community”. The Green Communities designation and Grant Program provides grants to qualifying communities to fund energy efficiency initiatives, renewable energy and innovative projects. For further information, Mr. Barry will be attending the May 7, 2018 BOS Informational Meeting at the Community Center. For information on the qualifications to become a “Green Community” see attached packet “Green Community, MA Dept. of Energy Resources.

Item 9: **Update on Cable Television License by Charter Communications**

Mr. Cullett indicated that we received an e-mail back from Town Council at 5:40 P.M. today. Town Council has said that they would contact Anna Lucey directly. They dispute the fact that Charter will not agree to strike the non-exclusivity provision. Charter has agreed to it in other towns that he has represented.

Item 10: **Update on Green Community Designation**

TA Mitchell said that the Energy Audit for all the Town Buildings will be done on April 30, 2018. He said that everyone is on board with opening the buildings.

Item 11: **Review and Discussion of Budget line items for Fiscal Year 2019 Budget**

The BOS reviewed each Article of the Warrant for the Annual Town Meeting of May 12, 2018, and discussed with great consideration, the best use of Free Cash for the upcoming FY19 budget.

\*\*\* indicates transfers from Free Cash in addition to what was listed in the meeting minutes from April 17, 2018. Articles listed are changes or additions in them. All other Articles remain the same.

Article. 4: Added a compactor attendant and Cemetery Sexton. Change dog officer to Animal Control Officer

Article. 5: Instead of Dog Officer Salary, change to Animal Control Salary

Article. 6: added $1,000.00 to Elections & Registrar’s Account for total of $4,850.00

Article 9: some slight changes in the numbers. Instead of Dog Officer’s Expense, change to Animal Control Officers Expense. Assessor’s expense is separate from update of Software. Health Dept. Expense went up to $9,535.00

Article 10: Computer supplies & maintenance are combined

Article 21: Vocational School Tuition should be $180,000.00

Article 22:  Change FY18 to FY19

Article 26: \*\*\*Change FY17 to FY18. Change figure from $20,605.28 to $32,845.53 (Free Cash/Snow Roads)

Article 27: \*\*\*$125,000.00 toward payment for new highway plow truck

Article 28: \*\*\*$10,000.00 for maintenance of hard surface roads

Article 29: \*\*\*$8,000.00 for material for gravel roads

Article 30: \*\*\*$6,800.00 for Assessor Computer Software Update

Article 31: \*\*\*$19,085.00 for preservation of Town Records

Article 32: \*\*\*$1,667.00 for partial payment for the set-up for new town website

Article 34: \*\*\*Move Article 34 down, and make Article 34 the heating system upgrade at the Town Garage $8,000.00. Continue moving the remaining Articles down

Article 35: \*\*\*Article 34, now changed to Article 35 $30,000.00 to offset tax rate

Article 37: Change FY18 to FY19

Article 39: Need feedback from Town Council

Item 12: **Review and approve accounts payable, treasury warrants payroll warrants**

Item 13: **Adjourn**

Mr. Cullett makes motion to adjourn the meeting at 9:23 P.M. Mr. Leach seconds. All in agreement **VOTE 3-0**

**Articles used in BOS Meeting**

\* Agenda of April 23, 2018

\* Meeting Minutes Draft of April 17, 2018

\* Sign in sheet

\* Posting for Job Opening for Council on Aging Director

\* Green Community, MA Dept. of Energy Resources.

\* Quote from Miller Petroleum System, Inc. for fuel tank

\* Quote from Robert Energy LLC for fuel tank

\* Request for bids from Certified Public Accountants to conduct an Audit of Financial Acts and Record

\* MIIA Supervisor Report of Accident – Intake Form (Travis Drosehn)

\* Town of Peru Employee Check History Report (Travis Drosehn)

\* Financial Statement Report

\* Voc. Ed Transportation bid from Dufour

\* E-Mail from Town of Worthington requesting participation in their 250th Anniversary

\* Payroll Warrant 39P

\* Vendor Warrant

Respectfully submitted,

**Irene J. Morrison**

Irene J. Morrison

Selectmen Secretary

Chairman, Bruce Cullett \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Selectman, Verne Leach \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Selectman, Ed Munch \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_