

Select Board Meeting

Town of Peru

**Minutes of June 3, 2019**

**Present:** Raquel Welch, Lynda Hebert, Larry Snowman, Carol Roach, Martha Witherell, Mark Irish, Gail Belyea, Wendy Henderson, Karen Lark, Tammi Lyons, Rick Childs, Joe Kerr, Brad Hutchings, Bill Hussey, Kathryn Lawrence

At 6:00 p.m. Raquel Welch opened the meeting.

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1. Pledge of Allegiance:

2. Minutes:

- Raquel asked Martha Witherell for a CD of the video she recorded of the May 20, 2019 Select Board meeting. Martha agreed to provide the CD.

3. Warrants dated June 3, 2019:

- Lynda moved to approve Accounts Payable Warrant #25 for \$15,412.26, seconded by Carol. All in favor.
- Lynda moved to approve Payroll Warrant #25 for \$7,109.38, seconded by Carol. All in favor.

4. Elected officials/ committee and board reports:

-Road Commissioner, Brad Hutchings

- Brad reported that Requests for Paving Bids were mailed and posted to the MMA website. Bid packets are available at the Town Clerk's Office. No bids have been received. The deadline for submission is June 14, 2019. Bids are to be opened on Monday, June 17th, prior to the Select Board Meeting.
- Brad asked the Board to consider moving \$26,414.00 from the LRAP account to the East Shore Road account to cover the unappropriated expenditures. At its May 20th meeting the Board voted to have a Special Town Meeting to request voter approval to transfer money from the Summer Road Account to the East Shore account. Brad suggested that a simple accounting transfer could be done in lieu of a Special Town Meeting and justified his request on the basis that the LRAP money was intended to be used for East Shore

Road maintenance and the balance in the account more than covered the amount needed to cover the excess East Shore Road expenditures. Brad stated that work scheduled for Old Valley Road would not be delayed regardless of which account funds were transferred from.

- Carol asked if he had hired Colton Woods and whether Colton held a commercial driver's license (CDL). Brad said that Colton is a college student hired as a seasonal part-time employee through August, and that while Colton did not hold a CDL he was certified in forestry and logging by Region 9 and a great asset.
- Brad reported that the warranty work being done on the small truck at Ripley and Fletcher was expected to be done soon.

- Fire Chief, Bill Hussey

- Bill reported that the grant proposal for funds to purchase a generator for the Worthley Pond Fire Station was looking good.
- Bill reported that fire hose testing by Fail-Safe, from NJ, is scheduled for this Thursday (6/6/19) at an estimated cost of \$2,660.
- Bill also reported the estimated repair cost of replacing the pump gear box on Engine 11 at \$10,000. He expects the repairs to be done by this Friday. He will pick-up the engine at Northeast Emergency Apparatus in Auburn when it is ready.
- There is another small fix necessary on engine 11 that Perry Virgin will do when the parts(s) come in at an estimated cost of \$500.
- Carol asked whether there was sufficient money in the Fire Department budget to pay for engine 11 repairs and hose testing costs. Upon reviewing the Selectboard Ledger it was determined that there were insufficient funds to cover current and anticipated expenses through June 30, 2019. The board decided to discuss this shortfall and the Road Dept. fund transfer later in the meeting.
- Bill reported that he has heard nothing from the Federal Government regarding the Assistance to Firefighters Grant application but expects to hear later this month.

-Tax Collector/ Town Clerk/ Treasurer, Debra Coudrain

- By email dated May 31, 2019 Deb advised the board that she was addressing a tax billing issue on the Turner/Porensky properties. The board discussed the matter deciding that it need not respond to this taxation issue at this time.
- Deb advised Carol that there is money available in the Select Board account for on-site TRIO training, however, scheduling and training should take place before June 30, 2019.

- Raquel moved that Carol contact Harris Support Services to inquire about scheduling on-site real estate data entry training (TRIO assessing). Lynda seconded the motion. All in favor.

-Secretary:

-Assessor:

-CEO:

- Carol reported that on June 3, 2019 she posted on the Maine Municipal Association website an invitation to independent contractors certified as a Code Enforcement Officer to submit a resume and cover. She recommended that a Request For Proposals (RFP) be prepared and advertised. Raquel asked Carol to write the RFP.

-ACO-

-Committee Reports-

-Planning Board Reports-

- Carol reported that Deb Coudrain is acting as the Planning Board's Secretary and that Alison is helping her do research and copying. Carol asked Deb to provide the Select Board with minutes of the May 3, 2019 meeting that were provided to the Select Board.
- Deb advised Carol that the minutes of the May 30th meeting and minutes of future meetings will be provided as requested.

5. Action Items:

- Carol reported responding to Attorney Carey's office request in behalf of Bayroot LLC (Map11/Lot 28) for an examination of whether tree growth rate applications had been applied to assessed 2018 property taxes. On 5/21/2019 Carol spoke with Sally, who initiated the inquiry, advising her that the 2018 assessment was correct however the detail was missing from the bill. Carol was able to explain that the increase in taxes was due to a mil rate increase from 19 mils to 20.65 mils. Sally responded, " Ok than, very good."

6. Requests from Individuals/ entities to meet with the board:

7. Incoming correspondence:

- Warrant and Notice of Election Calling Regional School Unit No. 56 Budget Validation Referendum - was countersigned as required by statute by Town of Peru Select Board members and Municipal Clerk and will be posted in conspicuous places in the Town of Peru at least 7-days prior to election day, Tuesday, June 11, 2019.
- Raquel asked Carol to call Kyes Insurance regarding the proposed renewals: Business Auto, \$5,587; Employment Practices Liability, \$1,290; General Liability, \$5,381; Property Package Policy, \$7,523; and Public Official Liability, \$1,384 totaling \$21,165. Prior to endorsing the renewal policy, Raquel wants more information regarding the option to terminate property and casualty coverage on Old Peru Elementary Building as of 7/1/2019. Raquel moved to have Carol contact Flint Christie, President, Kyes Insurance, to reduce coverage of the old Peru Elementary Building to liability only. Seconded by Lynda. All in favor.
- Written material relating to assessing assistance and GIS mapping as offered by Eric Labelle, Main-Land Development Consultants, was shared with the Board. No action was taken.
- Carol moved approval of Kozy Kennels proposed contract renewal effective July 1, 2019 through June 30, 2020. Seconded by Larry. All in favor.
- Carol called the Board's attention to the email Tina West, President, Worthley Pond Association (WPA), sent on May 7, 2019 inviting the Select Board to attend a WPA Board meeting, and request to post the WPA monthly newsletter on the Town of Peru website and office bulletin board noting that all newsletters can also be accessed via the WPA website, at [worthleypondassociation@gmail.com](mailto:worthleypondassociation@gmail.com) under News>WPA Newsletters.

1. Selectboard Business:

- Raquel moved that the board to go into executive session pursuant to 1 M.R.S.A. § 405(6)(A) to peruse the refereneces of the candidates for Secretary to the Select Board and discuss appointment. Seconded by Lynda. All in favor.
- At 7:01 P.M. Raquel moved that the board end its executive session and called the meeting back to order. Seconded by Lynda. All in favor.
- Raquel moved to authorize Carol to make a job offer and negotiate hours and wages. Seconded by Lynda. All in favor.

-Old Business-

- Carol reported that Jacquelynn Child's Application for Abatement of Property Taxes dated 5/14/2019, received May 17, 2019, is pending appointment of Assessor.
- Carol reported that the Town of Peru July 1, 2017 to June 30, 2018 Annual Report is being printed in-house and will be available Election Day, June 11, 2019.

- Carol confirmed that the asbestos inspection of the old Peru Elementary School is scheduled for Monday (7/1/19) and Tuesday (7/2/2019).
- Carol moved that Attorney Amanda Meader be authorized to proceed with evictions. Seconded by Raquel. All in favor. Raquel asked Carol to email Amanda.

-New Business-

- Larry moved to set a date for a Special Town Meeting as Monday, June 17, 2019, to address the transfer of \$26,414.00 from the LRAP budget to the East Shore Road account and to take \$10,000 from surplus to pay for unanticipated fire engine repairs. Seconded by Raquel. All in favor. Raquel asked Carol to work with Deb to prepare the Warrant.
- Carol explained why an Explanation of Benefits (EOB) session with a Health Trust Member Service Representative of Maine Municipal Association for all Town of Peru full-time employees is needed. Raquel asked Carol to call and set up a meeting and to notify the Department Heads of the date and time of the meeting.

Raquel opened the meeting to Public Participation at 7:12 p.m.

8. Public Participation:

- Discussion focused on timing and the steps being taken to demolish the old Peru Elementary building.
- Clarification was requested regarding the warrant articles that will be presented at the June 17th Special Town Meeting
- An inquiry was made regarding the appointment of someone to mow and weed whack the Town Office complex lawns and ball field. Raquel announced that Bob Tibbetts was hired as a seasonal part-time employee to do ground maintenance work using town equipment. He will be paid minimum wage.
- Concern was expressed about the ill repair of the fence at the Waite Cemetery at Ridge Road. Acknowledging the need for repair the board explained that there is no money in either this year or next year's budget for repairs. In the past the Town's Cemetery Committee repaired and painted fences, and did other related maintenance, however, there has not been an active committee for a number of years. Volunteers were requested.

- The RSU 56 ballot was held up calling the Board's attention to it because the ballot neither shows the dollar nor percent of increase over last year's school budget. A request was made to post information/flyers beside the ballot outside the voting office.

Lynda moved to adjourn the meeting at 7:33 PM, seconded by Raquel. All in favor.

Raquel Welch

Raquel Welch, Chair

Carol Roach

Carol Roach - Vice Chair

Larry Snowman

Larry Snowman

Lynda Hebert

Lynda Hebert

6/10/2019

Date