

The Regular Meeting of the Peru Town Board was held on **Monday, March 11, 2024** at the Peru Town Hall. Those present were Mr. James Douglass, Councilman and Deputy Supervisor; Mr. Eric Duquette, Councilman; Mr. Kregg Bruno, Councilman and Mrs. Judy Akey, Deputy Town Clerk. Also present were Ms. Pamela Barber, Confidential Secretary to the Board and Deputy Town Clerk, Mr. Matthew Favor, Town Attorney; Mr. T’Chaka Sikelianos, Dog Control Officer; Mr. Michael Farrell, Highway Superintendent; Mr. Tyler Jarvis, Deputy Highway Superintendent; Mr. Courtney Tetrault, Water/Sewer Superintendent; Mrs. Kristin Marino, Recreation Director and Mr. Bob Guynup, Zoning and Codes Officer. Mr. Brandy McDonald, Supervisor; Mr. Melvin Irwin, Councilman Dianne Miller, Town Clerk were excused.

The meeting was called to order at 6:00 PM by Mr. Douglass with the Pledge of Allegiance.

Motion by Mr. Bruno; seconded by Mr. Duquette, to include the reports from the following departments into the official record of tonight’s meeting. (Water/Sewer/Valcour; Highway; Town Clerk; Dog Control; Youth Department; Code/Zoning; Supervisor’s Report; Court; Website; JCEO and Banking Reports.

3 Ayes 0 Nays

Motion Carried

Motion by Mr. Douglass seconded by Mr. Duquette, to accept the Regular Meeting minutes held February 20, 2024.

3 Ayes 0 Nays

Motion Carried

Community Input

NONE

Discussion/Motion to Allow a Request for the Town to Apply to NYS Pro-Housing Communities Program

Allison Webbinaro was present to propose that the Town apply to the NYS Pro-Housing Communities Program Funding. The program helps support pro-housing development and the Town is within the required limits to qualify. The Town identifies with the growth of 3% in one year with an overall of 1% in 3 years. An application process is in the works.

Motion by Mr. Bruno; seconded by Mr. Duquette, to accept the request to move forward in applying for the NYS Pro-Housing Program for the Town.

3 Ayes 0 Nays

Motion Carried

Discussion/Motion to Allow Water/Sewer/Parks to Advertise for a Seasonal Laborer

Motion by Mr. Bruno; seconded by Mr. Duquette, to allow Water/Sewer/Parks to advertise for a seasonal laborer for the summer.

3 Ayes 0 Nays

Motion Carried

RESOLUTION NUMBER: 2024.03.11-1

A RESOLUTION ACCEPTING THE RESIGNATION OF ADAM ARCHER FROM THE TOWN OF PERU HIGHWAY DEPT. MOTOR EQUIPMENT OPERATOR EFFECTIVE FEBRUARY 21, 2024.

MOTION: Mr. Kregg Bruno

SECOND: Mr. Eric Duquette

WHEREAS, Adam Archer has recommended that Town Board accepts his resignation from a Motor Equipment Operator position for the Peru Highway Department offered February 20, 2024 and effective February 21, 2024.

THEREFORE, BE IT

RESOLVED, the Peru Town Board agrees with the recommendation of Adam Archer to accept his resignation and thanks him for his past service to the Town of Peru. His resignation will be effective February 21, 2024.

AND, BE IT

RESOLVED, that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
Kregg Bruno		x	

	James Douglass	x	
	Eric Duquette	x	
Excused	Mel Irwin		
Excused	Brandy McDonald		

3Ayes 0Nays

Motion Carried:

RESOLUTION NUMBER: 2024.03.11-2

A RESOLUTION AUTHORIZING THE HIRING OF KEAGAN WELCH AS A MOTOR EQUIPMENT OPERATOR I AS OF MARCH 4, 2024 DUE TO THE CURRENT OPENING IN THE HIGHWAY DEPARTMENT.

MOTION: Mr. Kregg Bruno

SECOND: Mr. Eric Duquette

WHEREAS, the Town Board has agreed that a new permanent full time MEO I is necessary for the effective operation of the Peru Town Highway Department following the recommendation of the Peru Highway Superintendent, Michael Farrell.

BE IT

RESOLVED, that Keagan Welch will be hired as a full time MEO I for the Town of Peru Highway at an hourly rate of pay to be \$23.46, with a start date of March 4, 2024. Due to the current open position at the Peru Highway Garage, the Peru Town Board hereby authorizes the hiring of Keagan Welch for a permanent position with a one year probationary period.

AND, BE IT

RESOLVED, that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
Excused	Mel Irwin		
Excused	Brandy McDonald		

3Ayes 0Nays

Motion Carried:

RESOLUTION /DISCUSSION: To Accept the Wastewater Sand Bed Decommissioning Proposal.

Motion by Mr. Bruno; seconded by Mr. Duquette, to table this item to the next meeting. The requirements of an engineer’s stamped plan and a survey may have to be done first.

A RESOLUTION TO ADOPT THE CHANGE IN THE TOWN OF PERU EMPLOYEE HANDBOOK TO REVISE SECTION 702 IN REGARD TO MAXIMUM COMPENSATORY TIME.

RESOLUTION NUMBER: 2024.03.11-3

MOTION: Mr. Kregg Bruno

SECOND: Mr. Eric Duquette

WHEREAS, The Town of Peru has determined that a uniform set of personnel rules, policies and requirements for employees and officers is an essential communication tool that promotes consistent and fair practices in the workplace; and

WHEREAS, the Peru Town Board has decided to update this document to ensure compliance with employment regulations, improve employee communications and create consistency in policy application; now therefore,

WHEREAS, this Section shall be changed to “**Section 702 of the Employee Handbook:**

Compensatory Time – With pre-authorization from the Department Head, a non-exempt employee will have the option of receiving “compensatory time” in lieu of paid overtime. When a non-exempt employee chooses to receive compensatory time, the employee will be credited with the equivalent of one and one-half hours for all authorized time worked over forty hours in a given workweek. An employee may accumulate a maximum of eighty (80) hours in compensatory time credits and in the event an employee accrues more than eighty (80) hours in compensatory time credits at any time, the employee must either use the excess compensatory time credits within the pay-period in which it is earned or take paid overtime. Use of compensatory time will be at the discretion of the Department Head.

NOW, THEREFORE BE IT RESOLVED that the Town Board adopts the Town of Peru Employee Handbook revision on March 11, 2024 **AND**,

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Roll Call:		YES	NO
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
Excused	Melvin Irwin		
Excused	Brandy McDonald		

3Ayes 0Nays

Motion Carried

A RESOLUTION TO ADOPT THE CHANGE IN THE TOWN OF PERU EMPLOYEE HANDBOOK TO REVISE “APPENDIX C - WAGE SCHEDULES” IN REGARD TO CDL LICENSING.

RESOLUTION NUMBER: 2024.03.11-4

MOTION: Mr. Kregg Bruno

SECOND: Mr. Eric Duquette

WHEREAS, The Town of Peru has determined that a uniform set of personnel rules, policies and requirements for employees and officers is an essential communication tool that promotes consistent and fair practices in the workplace; and

WHEREAS, the Peru Town Board has decided to update this document to ensure compliance with employment regulations, improve employee communications and create consistency in policy application; now therefore,

WHEREAS, this Section shall be changed “**Appendix C – Wage Schedules of the Employee Handbook:**

AN ADDITIONAL INCREASE FOR FULL-TIME PERMANENT WATER/SEWER HOURLY EMPLOYEES:

INCREASE	REQUIREMENT
\$.50 PER HOUR AS OF SEPT. 1, 2019	WATER LICENSE GRADE D
\$.50 PER HOUR AS OF SEPT. 1, 2019	WATER LICENSE GRADE 2A
\$1.00 PER HOUR AS OF SEPT. 1, 2019	WASTEWATER LICENSE 2A OR 3A

*** MAXIMUM INCREASE IS \$2.00**

****AN ADDITIONAL INCREASE FOR FULL-TIME PERMANENT HOURLY EMPLOYEES:**

INCREASE	REQUIREMENT
\$.50 PER HOUR AS OF MARCH 12, 2024	COMMERCIAL DRIVERS LICENSE (CDL)

- 1. ANY FULL-TIME PERMANENT EMPLOYEE WITH ONE (1) CDL LICENSE RECEIVES AN ADDITIONAL \$.50 PER HOUR. THESE AMOUNTS ARE NOT SUBJECT TO ANY ADDITIONAL INCREASE AND WILL BE ADDED AFTER ALL OTHER STEPS AND/OR C.O.L.A. INCREASE.**

NOW, THEREFORE BE IT RESOLVED that the Town Board adopts the Town of Peru Employee Handbook revision on March 11, 2024 **AND**,

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
Excused	Melvin Irwin		
Excused	Brandy McDonald		

3Ayes 0Nays

Motion Carried

RESOLUTION /DISCUSSION: To Accept the Shared Services Agreement with the Town of Ausable for Wastewater Services

Motion by Mr. Bruno; seconded by Mr. Duquette, to table this item to the next meeting. The Board wants to wait to get the scope of details that Courtney Tetrault is required by this job and how it will affect his job here in Peru.

3 Ayes 0 Nays

Motion Carried

Discussion/Motion: Set Dates and Times for Engineer RFQ Interviews

Motion by Mr. Bruno; seconded by Mr. Duquette, to set the dates and times for Engineer RFQ Interviews.

The dates are Thursday March 14, 2024 at 3:30PM and 4:30PM to interview Barton & Loguidice and Delaware; and Monday March 18, 2024 at 3:30PM and 4:30PM to interview LaBerge and AES.

Dicussion: Other Business

Mr. Duquette mentioned a shout out to Bob Guynup for helping move Mrs. Davis and her dog business out of the town; otherwise we could be dealing with what Beekmantown is going through. He also mentioned don't forget to watch the solar eclipse event on April 8th.

Ms. Barber mentioned that the Court internal audit is due soon and that the audit for Dianne and Judy will need to be done. Mr. Douglass said he would them.

Mr. Farrell informed the Board that he had a Zoom meeting with Madeline Silecchia, of the State Health Department, on the Salt Reduction Program, to help get grants to make it possible for other towns to have the ability to use the 23.3% brine solution. The possibility of Peru being the central brine maker for other nearby towns was also brought up. Mr. Favro would check into the legal details on this.

Mr. Farrell wanted to wish Adam Archer well in his new job and said that he was a great worker and if things didn't work out the he would be glad to have him back.

Mr. Farrell also attended the Albany meeting on the CHIPS distribution and he is hoping to just break even due to the cost increase.

The Mack truck that was just purchased is doing well and has been on two runs already.

The 1996 water truck and the 2009 truck are shot and would like to sell them. Mr. Favro said, to sell them as surplus stock, as is.

Mr. Tetrault was going to write a letter to Elise Sefanik to apply for the funding toward funding the sewer project. Deadline is March 15th and is asking for \$6,000,000 in support. He is also calling for references for this project. Proposals will have to be brought in on the preliminary engineering as well. The Town may have to have an Emergency Meeting on this due to the time constraints.

Mr. Jarvis said that the new employee, Keagan Welch, is fitting in very well and seems to be a hard worker, willing to do anything. It also helps that he already has his CDL.

He mentioned that with the new excavator they are already prepping the roads for paving. They are now able to do jobs so much quicker and efficiently than by hand.

Mr. Guynup went for codes training for three days in Lake Placid and it was very informative. He also said that Mr. Swain wants to subdivide his property to develop it further for the Town of Peru.

Mrs. Marino handed out special safety glasses to view the solar eclipse on April 8th. She mentioned that this is the last weekend for Town Basketball and a thank you to Peru School for the use of not one but two gyms. She said that the RecDesk signups for summer sports and fall soccer start Monday, March 18th. As for the recreation assistant, a suggestion for help by the season for summer programs, soccer and basketball might be more of an incentive to work the programs; possibly by one person per season.

RESOLUTION NUMBER: 2024.03.11-5
A RESOLUTION AUTHORIZING THE POST-AUDIT PAYMENT OF CERTAIN CLAIMS, BILLS AND INVOICES OF THE TOWN.

MOTION: Mr. Kregg Bruno SECOND: Mr. Eric Duquette

WHEREAS, the Town Board has reviewed and audited the following claims, bills and invoices for services rendered and goods provided to the Town in March 2024:

From Town of Peru Vouchers for March 2024; #202400252 through and including #202400360

Abstract dated: 3/7/2024.

For the dollar amount totaling: \$246,128.82; of that, \$111,995.44 was wired, credit cards and prepaid; and \$134,133.38 is remaining to be paid for March 2024.

WHEREAS, the Town Board finds said claims, bills, and invoices to be acceptable in form and reasonable in amount.

NOW, THEREFORE, BE IT

RESOLVED, that payment of the aforementioned claims, bills and invoices is approved, and the Supervisor be and hereby is authorized to make such payment; and be it further,

RESOLVED, that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
Excused	Mel Irwin		
Excused	Brandy McDonald		

3Ayes 0Nays

Motion Carried:

Motion: Adjourn to Executive Session

Discussion will be personnel

Motion by Mr. Bruno; seconded by Mr. Duquette, to adjourn to Executive Session at 6:50PM.

3 Ayes 0 Nays

Motion Carried

Motion: Return from Executive Motion by Mr. Bruno; seconded by Mr. Duquette, to return from Executive Session at 7:15PM.

3 Ayes 0 Nays

Motion Carried

Motion: Adjourn Meeting

Motion by Mr. Bruno; seconded by Mr. Duquette, to adjourn the meeting at 7:16PM

3 Ayes 0 Nays

Motion Carried