

The regular meeting of the Peru Town Board was held on Monday May 13, 2024 at the Peru Town Hall. Those present were Mr. Brandy McDonald Supervisor;(Excused) Mr. James Douglass, Deputy Supervisor; Mr. Eric Duquette, Councilman; Mr. Melvin Irwin, Councilman; Mr. Gregg Bruno, Councilman and Mrs. Dianne Miller, Town Clerk. Also present were Ms. Pamela Barber, Confidential Secretary to the Board/Deputy Town Clerk; Mr. Courtney Tetrault, Water/Sewer Superintendent; Mr. Michael Farrell, Highway Superintendent; Mr. Tyler Jarvis, Deputy Highway Superintendent; Mr. Matthew Favro, Town Attorney; Mr. T'Chaka Sikelianos, Dog Control Officer; Mrs. Helen Nerska, Town Historian; Mrs. Kristin Marino, Recreation Director (Excused) and Mr. Bob Guynup, Zoning Officer (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. Irwin, 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.

4 Ayes 0 Nays

Motion Carried

Motion by Mr. Duquette; seconded by Mr. Bruno to accept the Regular Meeting minutes held May 13, 2024.

Ayes 4 Noes 0

Motion Carried

Community Input

Mr. Matt St. Clair asked about the lock being changed at the storage building at Sullivan Park. Mr. St. Clair would like to remove his personal items he used for baseball and PAL football. Mr. Tetrault stated he did not know the lock had been changed. The board stated they would take responsibility of resolving the situation.

4-H Member Request for Allowing a Small Free Food Pantry @ Heyworth Mason Park

Motion by Mr. Bruno seconded by Mr. Duquette to table discussion – more information is needed.

Mr. Tetrault will also be checking the Health Department for any food guidelines.

RESOLUTION NUMBER: 24.05.13-1

AUTHORIZING THE TOWN SUPERVISOR TO APPROVE THE SALE OF THE HIGHWAY DEPARTMENT'S 2009 INTERNATIONAL MODEL #7400 DUMP TRUCK TO JAMES ROCK.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, it has been determined, in consultation with the Town Highway Superintendent, that the Town has no further need for a 2009 International Model #7400 Dump Truck (hereinafter referred to as the “Truck”); and

WHEREAS, the Town Supervisor is hereby authorized and directed to make known to the public that such sale to be “as is” with no warranties or guarantees express or implied,

AND BE IT RESOLVED That the Town Supervisor accept the bid for the truck from James Rock for \$4,500.00 (Four Thousand Five Hundred Dollars and No Cents). It is further,

RESOLVED, this Resolution shall take effect immediately.

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

Carried: 4 Ayes 0 Nays

RESOLUTION NUMBER: 24.05.13-2

A RESOLUTION TO ACCEPT THE QUOTE FOR CYBER CRIME INSURANCE COVERAGE BY TRAVELERS INSURANCE AS SUBMITTED BY NORTHERN INSURING FOR THE TOWN OF PERU.

MOTION: Mr. Bruno

SECOND: Mr. Irwin

WHEREAS, The Town Supervisor, at a meeting with Northern Insuring received two (2) quotes from the Travelers Insurance and has found the need to purchase Cyber Crime Insurance Coverage to better cover and mitigate our management liability exposures to the Town in the case of breach of security for all of our online presences.

WHEREAS, the quotes received on May 8, 2024 from Northern Insuring were:

- Option 1 for \$500,000 worth of coverage for \$2,369.00
- Option 2 for \$1,000,000 worth of coverage for \$3,133.00

*See attached quotes for Specifications

WHEREAS, the Town Board feels it is more prudent and cost effective to accept Option #2 for \$1M worth of coverage for \$3,133.00 (Three Thousand One Hundred Thirty three Dollars).

AND,

BE IT RESOLVED that this resolution shall take effect immediately and the Town Supervisor is authorized to sign all paperwork to execute this purchase as soon as possible.

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

Endorsement of LCT Revitalization of Snug Harbor Marina

Motion by Mr. Bruno seconded by Mr. Irwin to table discussion of endorsement.
4 Ayes 0 Noes

RESOLUTION NUMBER: 24.0513-3

A RESOLUTION APPROVING A SHARED SERVICES AGREEMENT BETWEEN THE TOWN OF PERU AND TOWN OF AUSABLE WATER DEPARTMENT TO SHARE SERVICES AMONGST WASTEWATER TREATMENT FACILITIES AND AUTHORIZING THE SUPERVISOR TO EXECUTE THE SAME.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, the Town Board members have the Shared Services Agreement between Town of Ausable and the Town of Peru before them,

WHEREAS, the Town of Peru and the Town of Ausable agree to share services amongst wastewater treatment facilities.

WHEREAS, the shared service will include the Town of Peru Chief Operator 3A personnel to provide oversight for the Town of Ausable Treatment facility, thus satisfying the New York State Department of Environmental Conservation requirement 6 NYCRR Part 650.4(a).

THEREFORE, BE IT

RESOLVED, said proposed agreement is approved and the Supervisor be and hereby is authorized to execute said contract, AND, BE IT

RESOLVED, that this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
	Eric Duquette	x	

	Kregg Bruno	x	
	James Douglass	x	
	Mel Irwin	x	
	Brandy McDonald	Excused	

Carried: 4 Ayes 0 Noes

**RESOLUTION PURSUANT TO SECTION 202B OF THE NEW YORK
STATE TOWN LAW CALLING A PUBLIC HEARING IN RELATION TO
THE PERU WATER DISTRICT WATER TREATMENT PLANT
IMPROVEMENTS PROJECT.**

RESOLUTION NO. 24.05.13-4

MOTION: Mr. Bruno

SECOND: Mr. Irwin

WHEREAS, the Peru Water District has heretofore been created by the Town Board in the Town of Peru, Clinton County, New York; and

WHEREAS, the Town of Peru owns and maintains the water treatment plant;

WHEREAS, it has been determined that making improvements to water treatment plant is necessary and is recommended that the Town proceed with certain upgrades; and

WHEREAS, the Peru Water District of the Town of Peru proposes making various improvements to the water treatment plant including installing an upgraded treatment system, new backwash storage tank, on-site well, chemical addition and pumping systems and building addition to house the new treatment, chemical and pumping equipment; and

WHEREAS, the capital project hereinafter described, as proposed, has been determined to be a Type I Action pursuant to the regulations of the New York State Department of Environmental Conservation promulgated pursuant to the State Environmental Quality Review Act, which it has been determined will not have any significant adverse impact on the environment; and

WHEREAS, the Town Board of the Town of Peru has caused a report, map, plan and estimate of cost relating to the aforementioned improvements to be prepared by Barton & Loguidice, DPC, engineers duly licensed by the State of New York, and

WHEREAS, the maximum amount to be expended for the aforementioned improvements is Nine Million, Four Hundred Thousand Dollars and 00/100 (\$9,400,000); and

WHEREAS, it is now desired to call a Public Hearing pursuant to the provisions of Article 12 of the Town Law of the State of New York; and

NOW, THEREFORE, IT IS ORDERED, RESOLVED AND DETERMINED, by the Town Board of the Town of Peru, Clinton County, New York, as follows:

Section 1. A meeting of the Town Board of the Town of Peru, Clinton County, New York shall be held at the Town Hall, Peru, New York on the 29th day of May 2024 at 5:45 o'clock p.m., local time, for the purpose of conducting a public hearing on the aforesaid report, map, plan and estimate of cost, at which time and place said Town Board will hear all persons interested in the subject matter thereof.

Section 2. The Town Clerk is hereby authorized and directed to cause a notice of said public hearing to be given by publishing and posting a copy of this resolution in the manner provided by §3 of Chapter 950 of the Laws of 1972, and the New York State Town Law of the State of New York.

Section 3. This resolution shall take effect immediately.

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

Carried 4 Ayes 0 Noes

**RESOLUTION AUTHORIZING SUBMISSION OF A NEW YORK STATE
WATER INFRASTRUCTURE IMPROVEMENT ACT (WIIA) GRANT
APPLICATION FOR THE TOWN OF PERU WATER SYSTEM IMPROVEMENTS
PROJECT**

RESOLUTION NO. 24.05.13-5

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS the Town Board of the Town of Peru (hereinafter the “Town”) duly caused to be prepared a Preliminary Engineering Report (PER) recommending proposed improvements to the Town water treatment plant to include installing an upgraded treatment system, new backwash storage tank, on-site well, chemical addition and pumping systems and building addition to house the new treatment, chemical and pumping equipment; and

WHEREAS the PER shows the estimated costs of these improvements to be Nine Million Four Hundred Thousand Dollars (\$9,400,00.00); and

WHEREAS the Town of Peru Town Board now desires to pursue grant funding for the project under the New York State Water Infrastructure Improvement Act (WIIA) program.

**NOW, THEREFORE, IT IS ORDERED, RESOLVED
DETERMINED AS FOLLOWS:**

SECTION 1. Town Board of the Town of Peru, Clinton County, New York, authorizes the submission of a New York State Water Infrastructure Improvement Act (WIIA) grant application.

SECTION 2. Town of Peru Supervisor is hereby authorized to submit an application on behalf of the Town for grant funding under the New York State Water Infrastructure Improvement Act (WIIA) Program, and to execute any agreements, instruments, or other documents in connection with the Town’s acceptance of any such grants and/or the funding thereof. The Town Supervisor may authorize any required local match required with respect to financing or grants awarded to the Town for the project using cash and/or in-kind services.

SECTION 3. This resolution shall become effective May 13, 2024.

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

Carried: 4 Ayes 0 Noes

RESOLUTION NUMBER: 24.05.13-5

**A RESOLUTION RECOMMENDING THE ACCEPTANCE OF THE
WASHINGTON STREET – PHASE II WATER AND SEWER
INFRASTRUCTURE AS THE TOWN OF PERU’S AND AUTHORIZING THE
SUPERVISOR TO EXECUTE THE SAME.**

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, the Town of Peru Water and Sewer Superintendent, Courtney Tetrault, has regularly inspected the build out of the Washington Street – Phase II water and sewer infrastructure, with the final inspection in 2018, and found that it has been built as per the Town of Peru Water and Sewer Department’s specifications, **THEREFORE, BE IT**

RESOLVED that the Washington Street – Phase II Water and Sewer Infrastructure be accepted as the Town of Peru’s and therefore the Town will take over the maintenance of the same, **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	
	Mel Irwin	x	
	Brandy McDonald	Excused	

Carried: 4 Ayes 0 Noes

A RESOLUTION TO ADOPT THE CHANGE IN THE TOWN OF PERU EMPLOYEE HANDBOOK TO REVISE IN REGARD TO SECTION 803 – SICK LEAVE.

RESOLUTION NUMBER: 24.05.13-7

MOTION: Mr. Duquette

SECOND: Mr. Irwin

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 “**SECTION 803 - SICK LEAVE – Medical Verification** – The Town **will** require medical verification of an employee’s absence if the Town perceives the employee is abusing sick leave, or has used an excess amount of sick leave, or when an employee is absent for four (4) consecutive workdays or more than due to an illness or injury. If an employee is on an authorized leave of absence, the provisions of the Family and Medical Leave Policy in this Employee Handbook shall apply.

NOW, THEREFORE BE IT RESOLVED that the Town Board adopts the Town of Peru Employee Handbook revision on May 13, 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	
	Melvin Irwin	x	
	Brandy McDonald	Excused	

4 Ayes 0 Noes

RESOLUTION NUMBER: 24.05.13-8

A RESOLUTION APPROVING THE GENERAL CARBON CORPORATION, PLLC PROPOSAL FOR THE SERVICE TO REMOVE SPENT, NON-HAZARDOUS ACTIVATED CARBON AND THE REPLACEMENT OF LIKE MATERIALS AND AUTHORIZING THE SUPERVISOR TO EXECUTE THE SAME.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, the Town Board has three (3) quotes to for the service to remove spent, non-hazardous activated carbon from (3) 4,000 pound absorbers and its replacement with an equivalent amount of GC8 x 30 activated carbon. Removal of spent carbon from the sight is included. Pricing also assumes that the Town of Peru will provide forklift.

WHEREAS, the quote from General Carbon Corporation has the lowest bid for these services and replacement of the activated carbon materials. And,

THEREFORE, BE IT

RESOLVED, said proposal from General Carbon Corporation for the total estimated cost of \$31,000.00 (Thirty one thousand dollars) is approved for the above mentioned project and the Supervisor be and hereby is authorized to execute said agreement.

AND, BE IT

RESOLVED, that this Resolution shall take effect immediately.

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

Carried: 4 Ayes 0 Noes

RESOLUTION NUMBER: 24.05.13-9

A RESOLUTION APPROVING THE AES NORTHEAST PROPOSAL FOR JOB #5241 FOR THE COMPILING INFORMATION AND GENERATING AN INITIAL LEAD SERVICE LINE MATERIAL INVENTORY AS PER NYS DOH REQUIREMENTS AND AUTHORIZING THE SUPERVISOR TO EXECUTE THE SAME.

MOTION: Mr. Duquette

SECOND: Mr. Bruno

WHEREAS, the Town Board has the AES Northeast Proposal for Job #5241 Lead Service Line Material Inventory in front of them,

WHEREAS, The purpose of this proposal is to assist the Owner with compiling information and generating an initial lead service line material inventory (LSLI) in compliance with NYS DOH requirements and utilizing the NYSDOH LSLI template for submission by the October 16, 2024 NYSDOH deadline.

THEREFORE, BE IT

RESOLVED, The approval of the AES Northeast Proposal Job #5241 for compiling information and generating an initial lead service line material inventory as per NYS DOH requirements and authorizing the supervisor to execute the same.

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	
	Mel Irwin	x	
	Brandy McDonald	Excused	

Carried: 4 Ayes 0 Noes

RESOLUTION NUMBER: 24.05.13-10

A RESOLUTION AWARDDING THE RENTAL OF PORTA-POTTIES FOR THE TOWN PARKS TO MORRISONVILLE SEPTIC, LLC FOR THE 2024 SEASON.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, the Town Board has received three (3) bids in response to its request for same in connection with rental of Porta-potties for the Peru Town Parks for the 2024 season; and

WHEREAS, the Town Board agrees that Morrisonville Septic, LLC. was the lowest bidder on the services request.

NOW, THEREFORE, BE IT

RESOLVED, that the bid of Morrisonville Septic, LLC to provide the Porta-Potty rental and services for the town parks of Six Hundred Eighty Dollars and Zero Cents (\$680.00) per month and is hereby accepted and the Town Supervisor is hereby authorized to execute any further documentation necessary to facilitate and/or consummate the bid contract for a price not to exceed this amount; and it is further

RESOLVED, that this Resolution shall take effect immediately.

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

Carried: 4 Ayes 0 Noes

Use of Community Property Applications. (PAL Football & Adir. Reg. Theater)
Approval pending insurance certificates

Accepting New Customers Out of Sewer District

Motion by Mr. Bruno second by Mr. Duquette to allow water/sewer service to Tax Map # 268.-1-22.11 at an “out of district” higher rate.

4 Ayes 0 Noes

Other Business

Motion by Mr. Douglass second by Mr. Irwin to scrap 1996 International Truck.

4 Ayes 0 Noes

Public Comments on Agenda Items Only

NONE

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

MOTION: Mr. Bruno

SECOND: Mr. Irwin

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

From Town of Peru Vouchers for April/May 2024; #202400587 through and including #202400706

Abstract dated: 5/9/2024.

For the dollar amount totaling: \$120,494.78; of that, \$29,363.75 was wired, credit cards and prepaid; and \$91,131.03 is remaining to be paid for May 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	
	Mel Irwin	x	
	Brandy McDonald	Excused	

Carried: 4 Ayes 0 Noes

Motion by Mr. Irwin seconded by Mr. Irwin to adjourn Regular meeting at 7:10 PM to go into Executive Session, No decision will be made –Personnel.

Ayes 4 Noes 0

Motion Carried

Motion by Mr. Bruno; seconded by Mr. Duquette to return to Regular Meeting at 7:24 PM
Mr. McDonald stated no decision was made.

Ayes 4 Noes 0

Motion Carried

Motion by Mr. Irwin; seconded by Mr. Duquette to adjourn the regular meeting at 7:25 PM.

Ayes 4 Noes 0

Motion Carried

_____ *Supervisor*

_____ *Councilman*

_____ *Councilman*

_____ *Councilman*

_____ *Councilman*