

The Regular Meeting of the Peru Town Board was held on December 9, 2024, at the Peru Town Hall. Those present were Mr. Craig Randall, Supervisor; Mr. James Douglass, Mr. Eric Duquette, Councilman; Mr. Gregg Bruno, Councilman; Mr. Melvin Irwin, Councilman and Mrs. Dianne Miller, Town Clerk. Also present were Ms. Pamela Barber, Confidential Secretary to the Board and Deputy Town Clerk, Mr. Matthew Favro, Town Attorney;(Excused) Mr. T'chaka Sikelianos, Dog Control Officer;(Excused) Mr. Michael Farrell, Highway Superintendent; Mr. Courtney Tetrault, Water/Sewer Superintendent; Mrs. Kristin Marino, Recreation Director;(Excused) Mrs. Helen Nerska, Town Historian and Mr. Bob Guynup, Zoning Officer Control Officer.

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

Motion by Mr. Duquette; seconded by Mr. Bruno to include the reports from the following departments in 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.
5 Ayes 0 Nays **Motion Carried**

Motion by Mr. Irwin seconded by Mr. Douglass to accept Regular Meeting minutes held November 25, 2024.
5 Ayes 0 Noes **Motion Carried**

Community Input
NONE

Approve Payment for Telegraph Rd. Project from C&S Engineers

Motion by Mr. Irwin second by Mr. Duquette to approve payment for Telegraph Road Project in the amount OF \$ 19,695.69 to C & S Engineers.
5 Ayes 0 Noes

RESOLUTION FOR PERU TOWN BOARD TO AUTHORIZE THE TOWN TO ACCEPT THE 2025 CONTRACTORAL AGREEMENT WITH ELMORE'S SPCA

RESOLUTION NUMBER: 24.12.09-1

MOTIONED BY: Mr. Bruno

SECOND BY: Mr. Douglass

WHEREAS, with support from the Peru Town Board, it is agreed that it is in the best interests of the Town of Peru to accept the 2025 Contracted Agreement of the Elmore SPCA, which will provide and maintain a shelter or pound for seized dogs and provide proper care as stated on the attached Agreement; and

WHEREAS, the Peru Town Board authorizes the Supervisor to sign the contract for the SPCA as an independent contractor, of which will provide the service to the Town of Peru in the amount of \$7,500.00 for the 2025 contracted year.

NOW, THEREFORE,

BE IT RESOLVED, that the Supervisor of the Board of the Town of Peru be and is hereby authorized to enter into the contract with the SPCA as an independent contractor, of which will provide this service to the Town of Peru in the amount of \$7,500 (Seven Thousand Five Hundred Dollars) for the 2025 contracted year, and

RESOLVED, that this Resolution will commence on the 1st day of January 2025 and shall continue and include the 14TH of December 2025.

BE IT RESOLVED that 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>
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
	Mel Irwin	x	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

RESOLUTION NUMBER: 24.12.09-2

**A RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO APPROVE TO
DECLARE THE WATER/SEWER/VALCOUR SERVICE VAN FOR SALE AS
SURPLUS EQUIPMENT**

MOTION: Mr. Douglass

SECOND: Mr. Bruno

WHEREAS, it is having been determined that the Town of Peru Board in consultation with the Town Water/Sewer/Valcour Department Supervisor that the Town has no further need for the 2002 Service Van and it has reached it useful lifespan,

WHEREAS, in an effort to be fiscally responsible and not put more money into the vehicle, The Town has declared it as surplus equipment, and

WHEREAS, the Board is willing to put the 2002 Service Van up for sale in “as is” condition; be it

RESOLVED, this Resolution shall take effect immediately.

Roll Call:		<u>YES</u>	<u>NO</u>
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	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
	Mel Irwin	x	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

RESOLUTION NUMBER: 24.12.09-3

A RESOLUTION APPROVING THE AES NORTHEAST CONTRACT OF AES PROJECT #5410, TOWN OF PERU WASTEWATER TREATMENT PLANT UPGRADE PROJECT (CWSRF #C5-5508-03-00). OTHER TERMS ENGINEER’S SERVICES UNDER THIS AGREEMENT ARE GENERALLY IDENTIFIED AS BIDDING AND CONSTRUCTION PHASE SERVICES AND AUTHORIZING THE SUPERVISOR TO EXECUTE THE SAME.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, the Town Board has the AES Northeast contract of AES Project #5410, Town of Peru Wastewater Treatment Plant Upgrade (Project (CWSRF #C5-5508-03-00) in front of them, and

WHEREAS, the purpose of this proposal is to assist the Owner with the Project for bid phase services, construction phase services, funding compliance management, resident project representative services and post-construction services for the Peru Wastewater Treatment Plant Upgrade project. Now,

THEREFORE, BE IT

RESOLVED, the approval of the AES Northeast Agreement for the Peru Wastewater Upgrade Project for the sum of One Million Two Hundred Twenty Six Thousand Five Hundred Eighty Six dollars and no cents (\$1,226,586.00) 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	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

RESOLUTION NUMBER: 24.12.09-4

A RESOLUTION APPROVING THE PURCHASE OF A 2020 USED CHEVY EXPRESS 2500 SERVICE VAN FROM GARCEAU AUTO SALES, INC. AND AUTHORIZE THE SUPERVISOR TO SIGN THE SAME.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, The Town of Peru Town Board has found a need for a used 2020 Chevy Express 2500 Service Van for the Town W/S/V Department to replace the aging existing 2002 Service Van, and

WHEREAS, the Town Board and the Water/Sewer/Valcour Superintendent have determined that the used 2020 service van offered by the Garceau Auto Sales, Inc would enable the Town to provide a continued level of quality service to the Town’s residents at a reasonable price.

WHEREAS, the Town Board, in consultation with the Town Water/Sewer/Valcour Superintendent, find that the offer for sale from Garceau Auto Sales, Inc. for the 2020 Chevy Express 2500 for \$19,300.00 (Nineteen Thousand Three Hundred Dollars and No Cents)

NOW, THEREFORE, BE IT

RESOLVED, that the purchase price is acceptable are hereby authorized to execute any further documentation necessary to facilitate and/or consummate the purchase; and it is 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	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

RESOLUTION NUMBER: 24.12.09-5

A RESOLUTION TO ORDER AND PURCHASE A WIRELESS – 800 SERIES 18,000 LB CAPACITY MOBILE COLUMN TRUCK LIFT AND HIGH REACH JACK STANDS FROM MOHAWK LIFTS BY THE TOWN OF PERU HIGHWAY DEPARTMENT TO REPLACE THE AGING CURRENT TRUCK LIFT THAT HAS BEEN RED-TAGGED.

MOTION: Mr. Bruno

SECOND: Mr. Duquette

WHEREAS, The Town of Peru Town Board has found a need for a new truck lift with jackstands for the Town Highway Department to replace the aging and red tagged current truck lift, and

WHEREAS, the Town Board and the Highway Superintendent have determined that the wireless – 800 series 18,000 lb. capacity mobile column truck lift and high reach jack stands from mohawk lifts would enable the Town to provide a continued level of safety, quality service and cost savings of inhouse equipment repair to the Town’s residents at a reasonable price, Now it is,

RESOLVED, that the Town of Peru agrees to purchase a new Mohawk Truck Lift at a cost not to exceed \$93,980.16 with funds from the General Account in 2025., **AND**

BE IT RESOLVED that 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>
	Kregg Bruno	x	
	James Douglass	x	
	Eric Duquette	x	
	Mel Irwin	x	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

RESOLUTION NUMBER: 24.12.09-6

A RESOLUTION AUTHORIZING ACTION TO IMPROVE THE EFFECTIVENESS OF THE TOWN OF PERU’S PAYMENT CLAIMS AND AUDITING PROCEDURES.

MOTION: Mr. Douglass

SECOND: Mr. Bruno

WHEREAS, the Town Board has before it a resolution to authorize payment in advance for public utility services, postage freight and express charges.

WHEREAS, the Town Board agrees with the prepayment of public utility services generally include electric, gas, water, sewer and telephone services; **AND, BE IT**

WHEREAS, the Board also agrees that these claims should be audited as soon as possible after payment and be included on the next abstract as prepaid amounts.

NOW, THEREFORE, 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	
	Craig Randall	x	

Carried: 5 Ayes 0 Noes

Other Business

Mr. Randall stated a community member questioned the progress of the Telegraph Road culvert and that the permits had not been completed. Ms. Barber spoke with the engineers and asked to clarify the permitting procedures, if the timeline of the project is on schedule, and requested to have monthly updates for future town meetings. (Report attached)

C & S Engineers’ Comments on “Incomplete Permit”:

- As this is an NYSDEC classified S1/S2 mussel stream, a Mussel Survey was required to be completed within the summer months.
- The permit they found was required by NYSDEC for the Mussel Survey for the sole purpose of establishing a NYSDEC permit number for the project. A mussel survey cannot be completed without this permit number and an incomplete permit is always shown at this phase of preliminary design because of the required mussel survey. This is why an “incomplete permit” status is currently shown, as this is part of the NYSDEC system.
- A separate Joint Permit Application (NYSDEC and USACE) is required for the replacement structure and will be completed during the final design phase and sent to both NYSDEC and USACE.

Reporting Period: December 1, 2024

PROJECT NAME: Replacement of Telegraph Road over Dry Mill Brook	C&S PROJECT NUMBER: AG6.002.001
CLIENT NAME: Town of Peru	CLIENT CONTACT(S): Michael Farrell – Highway Superintendent

Significant activities underway or completed:

- ◆ Subconsultants
- ↳ Mussel Survey
 - ◆ Fieldwork completed and Final Report issued – July 2024
- ↳ Topographical Survey
 - ◆ Fieldwork completed – September 2024
 - ◆ CADD files received – October 2024
- ↳ Geotechnical Services
 - ◆ Fieldwork completed – September 2024
 - ◆ Received Soil Boring Logs – October 2024
- ◆ Environmental Agency Coordination
- ↳ Prepare and submit Joint Permit Application to NYSDEC– for Mussel Survey only – June 2024

- ◆ Received NYSDEC Permit Incomplete Notification – July 2024
- ◆ Design
 - ↳ **Begin Preliminary Design – October 2024**
 - ↳ **Begin existing and proposed Hydraulic Analysis – October 2024**
- ◆ Coordinated with the Town

Next period's expected activities:

- ◆ Subconsultants
- ↳ **Geotechnical Services**
 - ◆ Send estimated structure loads to Geotechnical Subconsultant – December 2024
- ◆ Design

Extended forecasted expected activities:

- ◆ Subconsultants
- ↳ **Geotechnical Services**
 - ◆ Receive Final Geotechnical Report – January 2025
- ◆ Design
- ↳ **Complete Preliminary Design – April 2025**
 - ◆ Note: Completion Date based on NYSDEC approval of proposed structure type and size
 - ◆ Provide Design Report to Town and receive any Feedback
- ↳ **Begin Final Design – May 2025**
 - ◆ Environmental Agency Coordination
 - ↳ **Submit Preliminary Plans (to show proposed structure type and size) to NYSDEC for Review and Approval – January 2025**
 - ◆ NYSDEC approval of proposed structure type and span – March 2025 (*anticipated*)
 - ↳ **Prepare and submit complete Joint Permit Application to USACE and NYSDEC – April 2025**
 - ◆ Coordinate with the Town

Other important project information:

- ◆ The project design is currently on schedule.
 - ↳ *The project schedule is largely dependent on the required preliminary structure review and final Joint Permit application review by the NYSDEC and USACE*
- ◆ The project design is currently within the budget.

Information/direction needed from client:

- ◆ Nothing at this time.
- ↳ **Complete existing and proposed Hydraulic Analysis and Report – December 2024**
- ↳ **Continue Preliminary Design – December 2024**
 - ◆ Select structures size and prepare Preliminary Construction Estimate
- ↳ **Complete existing and proposed Hydraulic Analysis and Report – December 2024**
- ↳ **Continue Preliminary Design – December 2024**
 - ◆ Select structures size and prepare Preliminary Construction Estimate
- ◆ Coordinate with the Town

Design Project Schedule	
Activity	<i>Expected / Actual Finish Date</i>
Project Start	June 2024
Preliminary Design – Alternatives Report	<i>April 2025</i>
Final Design - Construction Documents	<i>June 2025</i>
ROW Acquisition (grading release approvals)	<i>July 2025</i>
Advertisement / Letting	<i>August 2025</i>

Note:

- Schedule above assumes agency reviews (i.e. Town, USACE, NYSDEC, etc.) are completed in a timely manner.*

Public Comments on Agenda Items Only

Mr. Bill Baggs thanked Mr. Randall for clarifying the permit process for the project.

RESOLUTION NUMBER: 24.12.09-7

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

MOTION: Mr. Duquette

SECOND: Mr. Douglass

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

From Town of Peru Vouchers for December 2024 #202401677 through and including #202401760

Abstract dated 12/5/24.

For the dollar amount totaling: \$195,389.32 of that, \$24,051.60 was wired, credit cards and prepaid; and \$171,337.72 is remaining to be paid for December 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	
Craig Randall	x	

Carried: 5 Ayes 0 Noes

Motion by Mr. Bruno; seconded by Mr. Douglass to adjourn Regular meeting at 6:59 PM to go into Executive Session, No decision will be made –Personnel.

Ayes 5 Noes 0

Motion Carried

Motion by Mr. Douglass; seconded by Mr. Duquette to return to Regular Meeting at 7:11 PM
Ayes 5 Noes 0 ***Motion Carried***

Motion by Mr. Irwin, seconded by Mr. Bruno to adjourn the regular meeting at 7:12 PM.
Ayes 5 Noes 0 ***Motion Carried***

