

The organizational meeting of the Town of Peru, Town Board was held on January 11, 2021 at 5:30 PM, at the Peru Town Hall. Those present were Mr. Brandy McDonald, Supervisor; Mr. James Douglass, Councilman; Mr. Melvin Irwin-5:45 PM, Councilman; Mr. Richard Barber, Councilman; and Ms. Pamela Barber, Confidential Secretary to the Board and Mrs. Dianne Miller, Town Clerk.

Also present via Zoom- Mr. Mike Farrell, Highway Supervisor; Mr. Bob Guynup, Code Enforcement Officer; Mr. Courtney Tetrault, Water/Sewer Supervisor; Mr. Dave Drollette, Dog Control Officer; and Mr. John Flynn, Recreation Director.

The meeting was called to order at 5:32 PM by Mr. McDonald, with the Pledge of Allegiance.

**Resolution-21.01.11-1**

**RESOLUTION ESTABLISHING 2021 SALARY AND PAYMENT OF ELECTED OFFICIALS**

Motion by: Mr. Barber

Second by: Mr. Douglass

BE IT RESOLVED that 2021 salaries for Town of Peru Elected Officials be set as follows:

Town Council Members	\$7,706.50 /Annually, Paid Monthly
Town Supervisor	\$25,338.00/Annually, Paid Monthly
Town Clerk/Tax Collector	\$27,918.00/Annually, Paid Monthly
Town Justices	\$20,191.50/Annually, Paid Monthly
Highway Superintendent	\$63,500.00/Annually, Paid Bi-weekly

<b>Roll Call:</b>	<b><u>YES</u></b>	<b><u>NO</u></b>
<b>Richard Barber, Jr.</b>	<b>x</b>	
<b>Kregg Bruno</b>	<b>x</b>	
<b>James Douglass</b>	<b>x</b>	
<b>Mel Irwin</b>	<b>Excused</b>	
<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 4 Ayes 0 Nays**

**Resolution-21.01.11-2**

**RESOLUTION ESTABLISHING 2021 APPOINTEES**

Motion by: Mr. Bruno

Second by: Mr. Barber

BE IT RESOLVED that the following appointments for 2021 be made:

**APPOINTMENTS**

**POSITIONS**

- |                         |  |
|-------------------------|--|
| 1. Courtney Tetrault    | Water & Waste Water Treatment Plant Operator |
| 2. Robert Guynup        | Codes & Zoning Enforcement Officer           |
| 3. Pamela Barber        | Confidential Secretary to the Town Board     |
| 4. Dianne Miller        | Registrar of Vital Statistics                |
| 5. Judy Akey            | Deputy Registrar of Vital Statistics         |
| 6. Judy Akey            | Account Clerk/Receptionist                   |
| 7. Holly Stone          | Clerk to the Town Justices                   |
| 8. Christine Crawford   | Part Time Clerk to the Town Justices         |
| 9. James Douglass       | Deputy Supervisor                            |
| 10. Brandy McDonald     | Budget Officer                               |
| 11. Darlene Grigware    | Typist (Codes & Zoning Dept.)                |
| 12. Carlene Heipel      | Typist (Highway & Water/Sewer Dept.)         |
| 13. James Falvo         | Zoning Board of Appeals Chairperson          |
| 14. Sean Lukas          | Zoning Board of Appeals Vice Chairperson     |
| 15. Richard Williams    | Planning Board Chairperson                   |
| 16. Ryan Davies         | Planning Board Vice Chairperson              |
| 17. Judy Akey           | Deputy Town Clerk/Tax Collector              |
| 18. Ron and Carol Allen | Town Historians                              |
| 19. John Flynn          | Recreation Director                          |
| 20. Kristen Marino      | Assistant Youth Director                     |
| 21. Greg Mills          | Youth Commission Chairman                    |

- 22. David Drollette Dog Control Officer
- 24. Department Heads Purchasing Agents General Fund
- 25. Mike Farrell, Hwy. Supt. Purchasing Agent Highway Fund
- 26. Lloyd Provost Deputy Hwy. Supt., Foreman
- 27. Courtney Tetrault, Parks, W/S Supt. Purchasing Agent Water/Sewer Fund
- 28. Chad Frechette W/S & Parks Foreman

Mr. Bruno asked for clarification of Deputy Registrar of Vital Statistics.

Mrs. Miller stated this position was for marriage licenses and death certificates.

Roll Call:		<u>YES</u>	<u>NO</u>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>Excused</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 4 Ayes 0 Nays**

**Resolution: 21-1-11.3**

**RESOLUTION ESTABLISHING 2021 SALARIES AND PAYMENT FREQUENCY FOR TOWN OF PERU  
APPOINTEES**

Motion by: Mr. Bruno

Second by: Mr. Douglass

BE IT RESOLVED that the following 2021 salaries and payment frequencies be set as follows:

Water/Sewer Superintendent	\$63,500.00/Annually, Paid Bi-Weekly
Code/Zoning/Planning Officer	\$50,897.00/Annually, Paid Bi-Weekly
Confidential Secretary to the Board	\$48,000.00/Annually, Paid Bi-Weekly
Registrar of Vital Statistics	(Under Town Clerk)
Deputy Registrar of Vital Statistics	(Under Deputy Town Clerk)
Account Clerk/Receptionist	\$21.30/Hourly, Paid Bi-Weekly
Clerk to Town Justices	\$42,521.76.00/Annually/Paid Bi-Weekly





## 2021 REGULAR TOWN BOARD MEETING SCHEDULE

Monday	January 11, 2021	6:00 PM
Monday	January 25, 2021	6:00 PM
Monday	February 8, 2021	6:00 PM
Monday	February 22, 2021	6:00 PM
Monday	March 8, 2021	6:00 PM
Monday	March 22, 2021	6:00 PM
Monday	April 12, 2021	6:00 PM
Monday	April 26, 2021	6:00 PM
Monday	May 10, 2021	6:00 PM
Monday	May 24, 2021	6:00 PM
Monday	June 14, 2021	6:00 PM
Monday	June 28, 2021	6:00 PM
Monday	July 12, 2021	6:00 PM
Monday	July 26, 2021	6:00 PM
Monday	August 9, 2021	6:00 PM
Monday	August 23, 2021	6:00 PM
Monday	September 13, 2021	6:00 PM
Monday	September 27, 2021	6:00 PM
Thursday	October 14, 2021	6:00 PM
Monday	October 25, 2021	6:00 PM
Monday	November 8, 2021	6:00 PM
Monday	November 22, 2021	6:00 PM
Monday	December 13, 2021	6:00 PM

<b>Roll Call:</b>		<u><b>YES</b></u>	<u><b>NO</b></u>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nay**

**Resolution: 21-1-11-6**

**RESOLUTION APPROVING 2021 CONTRACTS**

Motion by: Mr. Bruno

Second by: Mr. Douglass

BE IT RESOLVED that the Town Board gives approval for the Town Supervisor to sign the following contracts on behalf of the Town of Peru:

**2021 ANNUAL CONTRACTS**

1. JCEO of Clinton & Essex Counties
2. North Country LIFE FLIGHT, Inc.
3. Clinton County Assessor (previously signed; renews 1/1/24)
4. Web Site Manager, Don McBrayer
5. Cleaning Service, Robert Crawford
6. Grant/Project Consultant, Elizabeth Tedford
7. Attorney for the Town. Firm: Favro Law, Atty. Matthew Favro (previously signed; auto-renewal)
8. Attorney for the Town Planning & Zoning Dept. Firm: Favro Law, Atty. Matthew Favro (previously signed; auto-renewal)
9. Engineering/Consulting Services for Water/Sewer, Highway and Planning/Zoning Departments. Firm: Engineering Ventures Inc.
10. Accounting Firm: Boulrice & Wood CPS, P.C.
11. Peru Golden Apple Club
12. Animal Shelter, Elmore SPCA
13. North Country Animal Shelter (previously signed; renews 5/1/21)

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nays**

**Resolution: 21-1-11-7**

**RESOLUTION ESTABLISHING 2021 TOWN OF PERU MILEAGE REIMBURSEMENT RATE**

BE IT RESOLVED that employees of the Town of Peru using their personal vehicle for pre-approved official Town business will be reimbursed for such mileage as follows:

2021 Mileage Reimbursement Rate . . . . . \$ .545 per mile

Motion by: Mr. Bruno

Second by: Mr. Douglass

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nays**





**Resolution 21-1-11-8**

**RESOLUTION DESIGNATING TOWN DEPOSITORIES**

BE IT RESOLVED that the TD Bank, Peru, New York, hereby is designated as the official depository for all Checking, Savings, and Town Reserve accounts of the Town Supervisor, Town Clerk, Town Justice Kirby, and Town Justice Cabana and the Town Clerk/Tax Collector's accounts for 2021,

Motion by: Mr. Barber

Second by: Mr. Bruno

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nays**

**Resolution: 21-1-11-9**

**RESOLUTION NAMING THE OFFICIAL TOWN NEWSPAPER**

BE IT RESOLVED that the Town of Peru names the Press Republican as its Newspaper of Record for 2021.

Motion by: Mr. Douglass

Second by: Mr. Bruno

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber, Jr.</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nays**

**Resolution: 21-1-11-10**

**A RESOLUTION ADOPTING THE 2021 PROCUREMENT POLICY FOR GOODS AND SERVICES.**

Motion by: Mr. Barber

Second by: Mr. Bruno

WHEREAS, Section 104b of the General Municipal Law requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of the General Municipal Law or any other law; and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement;

NOW, THEREFORE BE IT RESOLVED that the Town of Peru does hereby adopt the following procurement policies and procedures and that this Resolution shall take effect immediately.

<b>Roll Call:</b>		<b><u>YES</u></b>	<b><u>NO</u></b>
	<b>Richard Barber Jr,</b>	<b>x</b>	
	<b>Kregg Bruno</b>	<b>x</b>	
	<b>James Douglass</b>	<b>x</b>	
	<b>Mel Irwin</b>	<b>x</b>	
	<b>Brandy McDonald</b>	<b>x</b>	

**Carried: 5 Ayes 0 Nays**

**Motion** by Mr. Douglass seconded by Mr. Bruno to adjourn organizational meeting at 5:54PM.  
Ayes 5 Nays

\_\_\_\_\_ *Supervisor* \_\_\_\_\_ *Councilman*

\_\_\_\_\_ *Councilman* \_\_\_\_\_ *Councilman*

\_\_\_\_\_ *Councilman* \_\_\_\_\_ *Councilman*

\_\_\_\_\_ *Town Clerk*