

**Minutes**  
**CANAAN BOARD OF SELECTMEN'S MEETING**  
**TUESDAY, OCTOBER 16, 2007**

The meeting was opened at 7:00 PM by Chairman Reagan at the Senior Center. Selectmen Burnett and Waldner were present. Acting Interim Administrator Dexter Bucklin was also in attendance.

**ACCEPTANCE OF MINUTES OF October 19, 2007**

Having reviewed the minutes of the Board voted the following: Selectman Burnett moved, Selectman Waldner seconded, and the Board voted 3-0 to accept the Minutes of the October 9, 2007 meeting as amended.

**Transfer Station Ordinance**

Chief Frank and Glenn Carey appeared before the Board as requested to review the implementation of the Transfer and Recycling Station Ordinance and the procedures by which it could be enforced. The Chief raised a concern about method of payment of the civil penalty as outlined on page 9 of the ordinance. He requested that payment to the "Town of Canaan Police Department" be removed. Payment will be made to the Town Clerk. The initial complaint would come from the Transfer Station employees in the form of a written statement outlining the circumstances of the violation. The police department would then issue a citation. The Chief is in the process of developing a citation ticket. It is expected that such a form would be available by years end. After a long discussion it was the position of the Board that Glenn and his staff should start to enforce the permit requirement, especially on repeat offenders. It was suggested that an educational notice be sent with the fall tax bill outlining the Ordinance and the permit requirement.

**Police Department Appointment**

Chief Frank submitted to the Board his request to promote Officer Ryan Porter to fill the open Sergeant position starting November 2, 2007 at a pay rate of \$19.50. The Chief explained the testing and interview process that included police officials from surrounding communities. After a brief discussion, Selectman Burnett moved, Selectman Waldner seconded, and the Board voted 3-0 to promote Officer Porter to the rank of Sergeant at the suggested salary effective November 2, 2007.

### **Cell Phone Proposal**

Chief Frank submitted a proposal from US Cellular to update the current plan that the Town has with them. The plan would provide the Town with 10 new phones (retail price of \$250 each) at a cost to the Town of \$200. (\$20. each). In addition the monthly charge with out taxes would go from \$560 per month to \$390 per month. It was suggested that the office review the current plan and get a complete contract proposal from US Cellular.

### **Transfer Station Permit and Fees**

Glenn Carey and the Transfer Station Committee presented their recommendations for the permitting process and a modified fee schedule (see attached). After consultation with the Town Clerk and office personnel, it was recommended that a punch card with 10 \$5.00 punches (a total face value of up to \$50.00) would be issued at the Town Office. Actual cost of disposal would be determined by Transfer Station employees based on estimated weight of disposed materiel. Mr. Bucklin raised a concern about the accounting of revenue if cards were sold at less than face value. He will look into this further, and report back to the Board.

It was proposed that the issuance of permits would be done through the Town Clerk at the time of automobile registration. Provision would be made for property owners who registered their cars elsewhere.

After additional discussion, Selectman Waldner moved, Selectman Burnett seconded, and the Board voted 3-0 to accept the recommended fee schedule and the concept of a voucher system. Mr. Bucklin would review voucher options with the Town Office staff.

### **Inspection Station Permit Request**

The Board reviewed a letter from the Department of Safety concerning a request for an Automobile Inspection Station permit for Wardwell Auto Works located at 23 Goose Pond Road. The Board authorized Mr. Bucklin to sign the request after checking with DES relative to any impact on the Mascoma River.

### **Section 125 Premium Conversion Plan**

With Town employees paying for part of their health insurance the Board endorsed establishing a Section 125 Premium Conversion Plan which allows the Town to deduct employees' contributions towards medical and dental rates on a pre-tax basis.

### **Health Officer Appointment**

The Town has been notified by the Department of Health and Human Services that the term of the Town's Health Officer expires on October 30, 2007. After reviewing the nomination form, Selectman Burnett moved, Selectman Waldner seconded, and the Board voted 3-0 to re-nominate Bill Wilson as the Town's Health Officer.

### **Capital Improvement Program**

The Board was presented with what was believed to be the final CIP document. The Board's copy was dated September 8, 2007 and Dave Barney stated that he had sent his suggested changes on September 11<sup>th</sup>. There were modifications between the September 6<sup>th</sup> and the September 8<sup>th</sup> copies and the Board wanted verification of the final copy before it was forwarded to the Budget Committee. Mr. Bucklin was directed to check with the Planning Board and insure that the final copy was made available to the Budget Committee.

Selectman Waldner moved, Selectman Burnett seconded, and the Board voted 3-0 to accept the CIP and to thank members of the CIP Committee and the Planning Board for the work on the CIP.

### **Personnel Policy/Police Union Contract**

With the adoption of the new Personnel Policies by the Board of Selectmen in September, representatives of the Police Union have requested to discuss several issues that impact their contract. It was suggested that Mr. Bucklin meet with Union officials initially, to discuss these concerns. The Board would then be apprised of these concerns and possible options to resolve any issues.

## **2008 Budget Review**

The Board completed its review of the proposed 2008 Operating Budget.

The Board voted to adjourn the meeting at 11:57 PM

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Robert Reagan

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Kristina Burnett

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Jay Waldner  
Canaan Board of Selectmen