

**TOWN OF CANAAN  
BUDGET COMMITTEE MEETING  
January 4, 2007  
Canaan Fire Station**

Members present: Eleanor Davis - Chair, Denis Salvail, Shirley Packard, Russell Lester, Dave Barney, Mark Simon, Marty Pusey, Jeff Majewski, Steve Purcell, and Selectman Robert Reagan. Also present were Dana Hadley, **Joe Cote** of *Spectator*, and the minute taker, Christi Berube.

Eleanor Davis called the meeting to order at 7:00 P.M.

**Approval of Minutes**

There was general consensus to table the December 28, 2006, minutes until the next meeting.

Eleanor Davis distributed an updated copy of the 2007 budget worksheet dated January 4, 2007, an updated copy of the 2006 revenues to date report with a comparison to the 2007 proposed revenues, an actual and anticipated revenues report, a default budget, a memo dated August 10, 2006, from the NH Retirement System regarding contribution rates, and a 2007 invoice from Primex regarding unemployment compensation.

Mark Simon suggested that all handouts should include the date and page numbers for future meetings.

**Revenues**

Dana Hadley clarified that the NH rooms and meals revenue (account number 01-3352.10) is included on the updated actual and anticipated revenues handout dated January 4, 2007. Dana Hadley also noted that the amount recorded for the highway block grant will change.

Eleanor Davis explained that subtracting last year's property tax figure of \$4,790,673.20 from the last year's total general fund of \$6,446,122.36 equals an actual revenues figure of 1,655,449.16. Eleanor Davis added that the revenues were over-budgeted by \$370,349.16 last year.

There was general discussion as to whether the highway block grant needs to be managed as part of the operating budget. It was suggested that Bob Anderson from the Department of Revenue Administration be invited to a future committee meeting.

Committee members reviewed the petitioned Article 10 from the 2004 Warrant and RSA 235.25. There was general discussion that the petitioned article is state law. **Russell Lester** explained his intentions for sponsoring the petitioned article. There was general consensus that the accounting for the highway block grant is permissible if the sum of highway budget and the highway block grant equal less than the total budget. There was

general discussion that the highway block grant funds should be spent on road maintenance.

There was general mention of the \$25,000 encumbrance for road salt.

There was also general discussion regarding the Road Agent's recent purchase of gravel.

Jeff Majewski asked what figure will be used to set the tax rate. Dana Hadley responded \$3,101,011, which does not include the highway block grant funds.

Dana Hadley commented that he will be meeting with Bob Anderson from the Department of Revenue Administration for assistance with how the tax rate will be set. Dana Hadley added that he will also clarify the questions regarding RSA 31.

Russell Lester suggested that a training session for committee members could be scheduled if committee members want to travel to Concord and meet with Bob Anderson.

Eleanor Davis noted that the updated copy of the 2006 revenues to date report has incorrect 2006 budgeted figures; the PB Advertising line should be \$700, the recreation summer programs should be \$2,200, and the sale of property should be \$5,000 with a total figure of \$1,285,100.

**MOTION** by Jeff Majewski and seconded by Mark Simon to approve the 2007 proposed revenues of \$1,367,360 for the MS 7 report.

**VOTE: Unanimous**

#### **Selectmen's 2007 Default Budget**

Committee members reviewed the 2007 default budget. Dana Hadley noted that the adjustments are listed on page four.

Eleanor Davis expressed concern whether including the water and sewer budgets in the default budget is "double budgeting". Dana Hadley responded that this is the standard practice for budgeting but that the explanation of the warrant article could be improved.

Russell Lester requested that a debt service schedule be included with the financial statement.

#### **Revision of 2007 Highway Block Grant**

Committee members reviewed a letter dated December 15, 2006, from the NH Department of Transportation regarding the highway block grant.

#### **2007 Operating Budget**

Highway Budgets:

Committee members reviewed the 2007 proposed highway budgets.

**MOTION** by Steve Purcell and seconded by Dave Barney to accept a total budget of \$47,776.37 for the highway administration.

**VOTE: 6 YES 4 NO** (Denis Salvail, Marty Pusey, Eleanor Davis, and Russell Lester)

Jeff Majewski commented that the state retirement figures appear incorrect for the highway administration budget.

**MOTION** by Steve Purcell and seconded by Jeff Majewski to accept a total highway budget of \$628,800.

Steve Purcell clarified that \$628,000 represents a level funded budget with the proposed salary increases.

Eleanor Davis asked how the full time salaries line item can be over-expended when funds are still available in the overtime line item.

Russell Lester reminded committee members that over \$320,000 was needed after the spring washouts, which depleted the gravel supply. Russell Lester added that no FEMA funds were made available. Russell Lester commented that the Town of Canaan has one hundred miles of roads and that tax payers expect road maintenance to be completed with their tax dollars. Russell Lester also noted that the cost of materials continues to increase in price.

Shirley Packard noted that funds approved last year for road maintenance were used to purchase a truck.

**VOTE: 2 YES** (Steve Purcell and Shirley Packard) **8 NO**

**MOTION** by Dave Barney and seconded by Shirley Packard to accept a total highway budget of \$758,800

Dave Barney clarified that \$758,800 includes funds for the highway block grant.

**VOTE: 7 YES 3 NO** (Marty Pusey, Russell Lester, and Eleanor Davis)

Police Department Budget:

Committee members reviewed the proposed 2007 Police Department budget.

Russell Lester explained that the Budget Committee approved a structure of two sergeants, two first officers, and one chief several years **ago** at the request of the Police Department. In exchange, the Police Department claimed that they would minimize the amount of overtime funds needed if the employee structure was implemented. Russell

Lester expressed concern that the Police Department budget continues to increase each year despite this earlier agreement.

Denis Salvail commented that the overtime line item should not be increasing if the full time and part time salary line items are increasing.

**MOTION** by Russell Lester and seconded by Denis Salvail to reduce the overtime line item to \$8,000.

**VOTE: 3 YES** (Denis Salvail, Russell Lester, and Eleanor Davis) **7 NO**

**MOTION** by Marty Pusey and seconded by Denis Salvail to remove \$11,000 for tazers from the equipment line item for a total line item figure of \$7,745.

Denis Salvail noted that the proposed Police Department budget is a thirty percent increase.

Shirley Packard suggested that the tazer purchase should be postponed until a better history of tazer use is developed and until any current legal issues have been resolved.

Marty Pusey suggested that additional consultants besides personal acquaintances should be provided before tazers can be considered.

**VOTE: 5 YES** (Shirley Packard, Denis Salvail, Russell Lester, Marty Pusey, and Eleanor Davis) **5 NO** **MOTION FAILS**

Russell Lester expressed concern that the debt service budget includes more funds than what is needed. Dana Hadley responded that the budget is based on the payment schedule.

Bottom line:

**MOTION** by Russell Lester and seconded by Shirley Packard to accept a total 2007 general fund total of \$3,777,899.47.

**VOTE: 7 YES 3 NO** (Russell Lester, Denis Salvail, and Eleanor Davis)

Denis Salvail noted that the budget increase from last year is a twenty-two percent.

### **Committee Assignments for Public Hearing**

Committee members volunteered to present the following budgets at the Public hearing:

Shirley Packard: Transfer Station, recycling, and welfare  
Jeff Majewski: police department, fire department, ambulance, emergency management, and code enforcement  
Dave Barney: debt service and capital outlay  
Marty Pusey: library  
Denis Salvail: water and sewer  
Robert Reagan: Selectmen, town administration, and town meeting  
Russell Lester: town clerk, voter registration, accounting, and data processing  
Steve Purcell: highway, mechanic, road maintenance, bridges, street lighting  
Eleanor Davis: legal, personal administration, planning, zoning, government buildings, cemeteries, and advertising.

There was general discussion that the proposed 2007 budget may include more funds for FICA and NH retirement than necessary. It was mentioned that the budget includes three positions that were not approved by the voters. Eleanor Davis noted that she found approximately \$328,000 in various budgets such as the Selectmen, Unemployment, and Personal Administration budgets that could have been reduce. Eleanor Davis added that the salary increase could have been reduced to the 3.3 percent cost of living increase, which is what the State of NH is offering.

#### **Selectmen's Report**

A report was not provided at this time.

#### **Other**

It was noted that petition warrant articles are due next Tuesday and that the deadline for the final warrant is January 30<sup>th</sup>.

There was general discussion that the Selectmen's proposed budget was received too late this year and that complete and accurate information should be made available in October.

**MOTION** by Jeff Majewski and seconded by Russell Lester to adjourn the meeting at 9:50 P.M.

**VOTE: Unanimous**

**CANAAN BUDGET COMMITTEE MEETING  
AND PUBLIC HEARING  
JANUARY 11, 2007**

Budget Committee Members present: Steve Purcell, Jeff Majewski, Dave Barney, Eleanor Davis, Russell Lester, Martha Pusey, Denis Salvail, Shirley Packard, and Robert Reagan—Selectmen Representative.

The Budget Committee meeting was called to order at 7:00 pm.

**Minutes from 12/28/06**

Martha Pusey made a motion to accept the minutes from 12/18/06, second by Russell Lester. Dave Barney asked that on the last page, Dale Barney be changed to Dave Barney. Voted on the corrected minutes, and the ayes have it with one abstention.

Shirley Packard noticed an error in the transfer station budget. A manager was hired in mid-2006 to head the transfer station. A line item was not budgeted in 2006 for this position, so his salary was included in the line item for part time salaries: 01-4323.10-120. A new line item is budgeted for 2007 for his salary: 01-4323.10-110, but the part time line is inflated due to his salary being included in 2006. Budgeted for 2006 was \$34,000.00, and the expenditures were \$43,816.84 due to his salary being included. Shirley made a motion to change the Budget Committee's amount of \$44,703.75 budgeted for 2007, line item 01-4323.10-120 to \$35,000.00 to reflect the change, which would bring the bottom line of transfer station/recycling budget to \$190,872.76, second by Dave Barney. Voted and the ayes have it. This changes the bottom line of the total budget, so Shirley Packard made a motion to change the bottom line to \$3,768,195.69 to reflect the change, second by Russell Lester. Voted: 3 No(R. Lester, E. Davis and D. Salvail), 6 Yes(S. Purcell, J. Majewski, D. Barney, M. Pusey, R Reagan & S Packard) so the ayes have it.

The Selectmen will be voting on the Warrant Articles for the Deliberative Session at their regular posted meeting, Jan. 16, 2007. The Budget Committee would like to hold a meeting on Jan. 18, 2007 to vote on the money articles.

Ed Labrie gave a presentation, with pictures included, regarding the roads in Canaan and in particular the River Road. He is concerned about the condition of the roads, and would like to see improvements.

**PUBLIC HEARING**

Public Signed In: Phil Carter, Alan Ricard, Cindy Neily, Dana Hadley, David McAlister, Philip Salvail, Edward Labrie, Jim Miller, Brenda Souza, Sam Frank, Keith Bergeron, Todd Barravalle, George Lazarus, Joanna Carr, Beth Wolf, Matt Wilson, Bill Bellion.

The Public Hearing was called to order at 7:30 pm. Everyone received a printout of the 2007 budget for all of the departments, plus the water sewer, the revenues, and the default budget.

The Budget Committee members each presented a section of the budget and answered questions pertaining to that section as follows:

Robert Reagan read through the Selectmen's budget, Town Administrator's budget, and the Town Meeting budget. There were no questions on the line items in this section.

Russell Lester read through the Town Clerk/Tax Collector's budget, Election Budget, Financial Administration budget, Budget Committee's budget, Assessing budget, Treasurer's budget, Trustees of the Trust Funds budget and Software and Support budget. David McAlister asked why the Budget Committee only allowed \$40,000 for the Contract Appraiser line, when the Dept. Head Budget was for \$60,000. Dana Hadley explained that there is a 5 year contract that will only require the smaller amount for the Appraisers. Brenda Souza commented that the software and support was not in a separate line item in 2006, but this year there is a separate line item for it. She asked what line item it was in last year, but no one had an answer at this time. There was a lengthy discussion about the Highway Block Grant, and how it gets appropriated.

Eleanor Davis read the Legal Expense budget, Personnel Administration budget, Planning Board budget, and Government Buildings budget. Jim Miller inquired about a request in 2006 to the Budget Committee for \$10,000 to replace the roof on the old meeting house. There was confusion about where this request ended up, and whether it was going in the C.I.P. There is a line in the General Building budget, 01-4194.10-430 for repairs and maintenance. The Selectmen have control over the expenditures for that line item, so the Budget Committee suggested that Mr. Miller approach them about the meeting house roof. Phil Carter asked how many full time employees the town has. There is a total of 20, plus one in the library. He is concerned about the rising cost of health insurance; there is a 12% increase for 2007. He would like the town to explore other alternatives for health insurance and see if there is a less expensive avenue to take. Dana Hadley explained that he has approached the school district to see if there is a way to join forces. A larger group of employees enrolled in an insurance plan usually results in lower premiums. The school has not responded to Dana yet. The total department head budget for Planning Board was significantly higher than the total allocated by the Budget Committee. There is a zoning article that will be on the ballot, and if that passes there will be a separate

article for expenditures, so the budget for Planning Board should not reflect these changes in the regular budget. Eli read the Cemeteries budget, Insurance for Property & Liability budget, Advertising and Regional budget, and General Government budget. David McAlister asked why the line item for full time salary increased from \$12,000 to \$21201.79. There are employees within the town's infrastructure that rotate time between the cemetery department, recreational department, highway department, and building repairs. The salary for part time and full time has to be divided equally between the departments, and the new budget reflects this. In the Advertising and Regional budget there are two new lines for CASA and Mascoma Health Initiative. The line item for the Goose Pond Lake Assoc. has increased this year. Dave Barney explained that the Association is taking a pro-active approach to stop dangerous infestations of milfoil and other invasive plants before they start, which requires funding. Jim Miller inquired about the increase in contracted services in the Cemetery budget from \$5,000 to \$15,000. Cindy Neily explained that there is a great deal of tree work to be done in the cemeteries. Also, there is work being done to stand up the older stones and reset them. Although this is not a responsibility of the town, there is no one left to care for them.

Jeff Majewski read the Police Department budget, Ambulance Services budget, Fire Department budget, Building Inspector's budget, and Emergency Management budget. David McAlister asked why the line item for equipment under the police dept. went from \$5,345 to \$18,745. Sam Frank explained that the increase is due to the projected purchase of tasers. Philip Salvail asked why the Police Chief's salary went up more than the 5% budgeted for the other employees. Sam explained that it was in part due to the recommendations from the union and that they are trying to get the Police Chief salary closer to the wage study recommendation that was done last year. Phil Carter questioned the increase in the ambulance line from \$35,000 to \$55,000. The explanation is that the people who run the ambulance service would like to go to full time. David McAlister asked how long the contract is for the dispatch through Hanover; one year.

Steve Purcell read the Town Mechanic's budget, Highway budget, Bridge Inspection budget, and Street Lighting budget. Phil Carter asked why the Road Agent Salary budget was so much higher under the department head budget than what the Budget Committee put in the budget. Once again, this was due to the wage study that was performed. David McAlister asked why there is an increase from \$15,000 to \$17,000 in street lighting. Dana explained that the cost of power is increasing. There was more discussion concerning the block grant, and the process needed to raise and appropriate the monies.

Shirley Packard read the Transfer Station/Recycling budget, the Health Department budget, and the Welfare budget. Shirley Packard explained the change in line item 01-4323.10-120 before the public hearing changing the part time salaries from \$44703.75 to \$35,000. Jim Miller asked what the



town gets for income from recycling. The revenue information was handed out at the beginning of the meeting and that will show the revenue from the Transfer Station.

Martha Pusey read the Recreation budget, the Library budget, the Other Cultural and Patriotic budgets, and the Conservation Commission budget. There was a question about line item 01-4520.10-685, recreation equipment. The department head put \$14,600 in the budget, and the Budget Committee took it out. The money was for docks, and there is concern that docks pose a danger, and there should be more research before appropriating money for this purpose. There is an increase in the part time salary line for recreation, which reflects the shared employee time between the cemetery, recreation, and highway departments. Sam Frank asked why there is no money value in the line item for recreation equipment. Matt Wilson thought there should be \$1.00 in that line in case something is needed in the future. The Budget Committee explained that as long as the entire budget for recreation had at least a \$1.00 then the individual lines within that budget could have \$0.00. Jeff Majewski made a motion to increase line item 01-4520.10-685, recreation equipment, to \$2000.00, second by Dave Barney, which would bring the total recreation budget to \$37,324.50. Jim Miller questioned the existing docks at the Canaan Street Beach and what the time frame was on the encumbrances that might still be in place from accepting Federal money in the past to install the current docks. That would be a question for the Selectmen, not the Budget Committee. Voted on the motion: 2 ayes and 6 nos, so the motion fails. Jim Miller wanted to know what the 5% salary increase consisted of. Dana explained that it includes a 3.8% cost of living and a 1.2% merit increase. The Selectmen do not know who will get the 1.2% merit increase, so the entire 5% has to be budgeted for everyone. It was explained that the money under Cultural Other Recreation budget is for Old Home Days.

Dave Barney read the Debt Service budget, and the Capital Outlay budget. He explained that most of the vehicles have been recently purchased are under a lease program, and that is costly over time. The CIP would like to see a Capital Reserve system established to prepare for future needs. Phil Carter asked if the Town put the 1 ton truck out for bid that is in the budget. He thought \$100,000 was a little too much for this piece of equipment. David McAlister asked about the police cruiser that is in the budget. We purchased two in 2006, why do we need another one? Sam explained that during the budget crunch a few years ago, the Town held off getting a cruiser which put the police dept. behind a cruiser. This will bring the department up to where it should be. Dave Barney said that when the new cruiser was purchased, the fire department would like the replaced 2002 vehicle for a command vehicle. Dave McAlister asked what happened to the Buick that was donated to the police department? Lakeview Auto purchased it.

Denis Salvail read the Water & Sewer budget. This is a separate article on the warrant. There were no questions.

### **Revenue and the Default Budget**

Included in the handouts at the beginning of the public hearing were the revenue sheets and the default budget.

The Budget Committee explained to the public that if they wanted to change the budget, or any articles, that can be accomplished at the deliberative session. The budget can be changed line item by line item if people choose to do that. The road agent salary was questioned again, and Eli Davis explained that many hours had been spent discussing that line item. The Selectmen have expressed interest in changing that position to a Public Works position.

Russell Lester said that Eli Davis and Gloria Koch had spent many hours working on the budget paperwork.

David McAlister suggested that it would be a great help to include the percentage that the budget had increased/decreased from the previous year and the impact to the tax rate, and possibly a narrative explaining the changes that were made.

There being no further business, Russell Lester made a motion to adjourn the meeting, second by Jeff Majewski. Meeting adjourned at 9:20 pm.

### **Next Meeting**

The next meeting will be January 18, 2007 at 7:00 pm at the Canaan Fire Station.

**TOWN OF CANAAN  
BUDGET COMMITTEE MEETING  
January 18, 2007  
DRAFT COPY  
Canaan Fire Station**

Members present: Eleanor Davis - Chair, Denis Salvail, Shirley Packard, Russell Lester, Dave Barney, Marty Pusey, Steve Purcell, and Selectman Jay Waldner. Also present were **Philip Salvail**, Joe Cote of *Spectator*, and the minute taker, Christi Berube. Committee members not present were Jeff Majewski and Mark Simon.

Eleanor Davis called the meeting to order at 7:00 P.M.

**Approval of Minutes**

Committee members reviewed a draft copy of the January 4, 2007, minutes.

**MOTION** by Russell Lester and seconded by Dave Barney to accept the minutes dated January 4, 2007, as corrected.

Dave Barney asked what the status is on scheduling a meeting with Bob Anderson from the Department of Revenue. Eleanor Davis responded that Dana Hadley is working to schedule a meeting.

There was general consensus to delete the following sentence from page two; "It was also suggested that any gathering with Bob Anderson should be recorded as a public meeting."

The misspellings of Joe Cote's and Russell Lester's names were corrected.

Eleanor Davis suggested adding the word "ago" in the last paragraph of page three.

**VOTE: 7 YES 1 ABSTAIN** (Jay Waldner)

Committee members reviewed a draft copy of the January 11, 2007, minutes.

**MOTION** by Russell Lester and seconded by Dave Barney to accept the minutes dated January 11, 2007, as corrected.

There was general consensus to add Mark Simon as absent in the heading of the January 11<sup>th</sup> minutes.

Dave Barney suggested changing the word "equal" to "divided" on page three.

Eleanor Davis requested that "Eli" be changed to "Eleanor" throughout the minutes.

**VOTE: 7 YES 1 ABSTAIN** (Jay Waldner)

Eleanor Davis distributed a revised copy of the 2007 budget worksheet.

### **Review of the Warrant Articles**

Committee members reviewed a draft copy of the proposed 2007 warrant.

#### Article 2:

Eleanor Davis reminded committee members that the Budget Committee has already taken a 6-3 vote to recommend this article on the 2007 warrant (Denis **Salvail**, Russell Lester, and Eleanor Davis opposed the recommendation for this article).

#### Article 3:

There was an 8-0 vote taken for the Budget Committee to recommend this article on the 2007 warrant.

Jay Waldner informed committee members that the Board of Selectmen is considering an additional warrant article of \$50,000 for the purchase of gravel. Jay Waldner explained that either a warrant article could be drafted or the proposed budget could be amended at the Deliberative Session. Discussion on this issue will resume at the next Board of Selectmen meeting on Tuesday. There was general consensus from the Budget Committee that taxpayers would have greater confidence that the funds would be spent on roads if the funds were placed in a warrant article.

#### Article 4:

Dave Barney noted that this article was drafted from a recommendation from the Capital Improvement Committee. There was an 8-0 vote taken for the Budget Committee to recommend this article on the 2007 warrant.

#### Article 5:

There was an 8-0 vote taken for the Budget Committee to recommend this article on the 2007 warrant.

#### Article 6:

There was general discussion and consensus that the article has been mistakenly written with figures that would disqualify residents, who have been exempted in the past. Jay Waldner agreed to address these concerns at the Board of Selectmen meeting on Tuesday. There was an 1-5 vote taken for the Budget Committee to recommend this article on the 2007 warrant (Shirley Packard – yes; Denis **Salvail**, Russell Lester, Steve Purcell, Dave Barney, and Marty Pusey – no; Eleanor Davis and Jay Waldner - abstain)

#### Article 7:

Eleanor Davis summarized that a recommendation is not needed from the Budget Committee since this article has no appropriations.

#### Article 8:

There was a 7-1 vote taken for the Budget Committee to recommend this article on the 2007 warrant (Denis **Salvail** opposed the recommendation).

Article 9:

Jay Waldner summarized that a job description has not been completed yet but that a candidate with professional training and a broad view regarding facilities will be sought. There was general concern expressed whether a Public Works Director could oversee the water and sewer department or the cemetery custodian. There was a 0-8 vote taken for the Budget Committee to not recommend this article on the 2007 warrant.

Article 10:

There was general discussion as to the appropriate wording and sequence of articles 9 and 10. Jay Waldner explained that Dana Hadley consulted with Local Government Center regarding the wording and sequence of these two articles but that the local attorney may not have been contacted. There was a 2-5 vote taken for the Budget Committee to not recommend this article on the 2007 warrant (Dave Barney, Jay Waldner – yes; Steve Purcell, Denis **Salvail**, Russell Lester, Shirley Packard, and Eleanor Davis – no; Marty Pusey – abstain)

Article 11:

Eleanor Davis asked whether the salary would change if the Police Chief was an appointed position instead of elected position. The general committee consensus was no. There was a 3-5 vote taken for the Budget Committee to not recommend this article on the 2007 warrant (Steve Purcell, Dave Barney, Jay Waldner – yes; Eleanor Davis, Denis **Salvail**, Russell Lester, Shirley Packard, and Marty Pusey – no).

Article 12:

There was clarification that the two dollars would be a fee in addition to the vehicle registration fee. There was a 3-5 vote taken for the Budget Committee to not recommend this article on the warrant (Marty Pusey, Steve Purcell, and Jay Waldner – yes; Dave Barney, Eleanor Davis, Russell Lester, Denis **Salvail**, and Shirley Packard – no).

Article 13:

Russell Lester noted that the estimated wholesale and retail prices for the 2003 Ford Expedition SUV are \$12,000 and \$16,000 to \$18,000 respectively, according to NADA. Dave Barney expressed concern that the Fire Chief is currently using his own personal truck to carry town supplies and that a used vehicle from the town would be a practical way to assess the need before any consideration is given on the purchase of a new vehicle. There was a 4-4 vote taken whether the Budget Committee should recommend this article on the warrant (Steve Purcell, Dave Barney, Denis **Salvail**, and Jay Waldner – yes; Marty Pusey, Eleanor Davis, Russell Lester, and Shirley Packard – **no**).

Article 14:

Marty Pusey expressed concern that the Police Chief did not include this information as part of his operating budget. Denis **Salvail** cautioned that the annual cost of the position will be \$60,000 to \$70,000 per year. Eleanor Davis commented that she understands that the part time positions are not providing the coverage needed but that she can not support any new positions until the increasing costs for employee benefits are addressed. Denis

**Salvail** commented that every neighboring police department is operating with less staff than what is recommended by the FBI and that the Town of Canaan will already have one additional police officer compared to last year. Dave Barney commented that Chief Frank could have mentioned the request for a new position when he presented his operating budget but that he probably knew that new positions need to be presented to taxpayers as warrant articles. There was a 2-6 vote taken to not recommend this article on the warrant (Dave Barney, Jay Waldner – yes; Shirley Packard, Denis **Salvail**, Russell Lester, Eleanor Davis, Steve Purcell, and Marty Pusey – no).

Article 15:

There was general discussion and consensus that the Budget Committee should state a position on this article since there will be costs incurred. Jay Waldner explained that he met with the Planning Board to better understand why a set number of funds were not included in the warrant article when a set number of funds had been included in the operating budget. Jay Waldner explained that the funds included in the operating budget were only a good faith estimate that could not be substantiated as a warrant article since the actual costs are not known. Marty Pusey expressed concern that a recommendation from the Budget Committee could be misunderstood if the article does not include appropriations. There was a 4-4 vote taken as to whether the Budget Committee should recommend this article on the warrant (Steve Purcell, Dave Barney, Marty Pusey, and Jay Waldner – yes; Eleanor Davis, Russell Lester, Shirley Packard, and Denis **Salvail** – no).

Article 16 and 17:

There was general consensus that a recommendation from the Budget Committee is not needed for Article 16 or 17 since no funds are appropriated.

Article 18:

There was a general note that the Capital Improvement Committee recommends this article. There was a 4-4 vote taken as to whether the Budget Committee should recommend this article on the warrant (Jay Waldner, Marty Pusey, Steve Purcell, and Dave Barney – yes; Denis **Salvail**, Russell Lester, Shirley Packard, and Eleanor Davis – no).

Article 19:

There was general consensus that a recommendation from the Budget Committee is not needed for Article 19 since no funds are appropriated.

Eleanor Davis summarized that only Articles 2, 3, 4, 5, and 8 will be recommended on the warrant by the Budget Committee.

**Other Business**

Eleanor Davis informed committee members that she received positive feedback regarding the Public Hearing. Eleanor Davis thanked committee members for attending and for behaving.

The Deliberative Session is scheduled February 3, 2007, at 1 PM. There was general discussion and consensus that committee members will meet after the Deliberative Session if any warrant articles are amended at the session.

The next Budget Committee meeting is tentatively scheduled for Thursday, January 25.

**Public Comments**

There were no public comments made at this time.

**MOTION** by Russell Lester and seconded by Denis **Salvail** to adjourn the meeting at 8:43 P.M.

**VOTE: Unanimous**

**TOWN OF CANAAN**  
***Budget Committee Meeting***  
***Thursday, January 25, 2007***

DRAFT

Members Present: Eleanor Davis-Chair, Jeff Majewski-Vice Chair, Russell Lester-Secretary, Shirley Packard, Denis Salvail, Steve Purcell, Dave Barney

Members Absent: Christi Berube (minute taker), Mark Simon, Bob Reagan, Martha Pusey

Public: Philip Salvail

Meeting called to order and attendance taken at 7:00 PM

January 18, 2007 Minutes

- Russell moved and Denis seconded to accept
- Ellie amended par. 3 Article 13 to change last "yes" to a no
- Dave Barney amended spelling of Savail to Salvail
- All yes (6), except Jeff abstains

Revote on Selectmen's amended warrant articles:

#7 Elderly Tax Exemptions – 5 yes – Purcell, Majewski, Barney, Lester, Packard and 2 no – Salvail, Davis

#8 Noise Ordinance – 4 yes – Lester, Barney, Purcell, Davis and 3 no – Packard, Salvail, Majewski

#10 Public Works Director/Road Agent – 4 no – Packard, Salvail, Lester, Davis and 3 yes – Purcell, Majewski, Barney

#12 Reg. Fee Sidewalks – 5 no – Packard, Salvail, Lester, Barney, Davis and 2 yes, Purcell, Majewski

#13 Police Dept./Fire Dept. Vehicle – 4 no – Packard, Salvail, Lester, Davis and 3 yes, Purcell, Majewski, Barney

#15 Gravel – 4 no, Purcell, Majewski, Barney, Packard and 3 yes – Salvail, Lester, Davis

#16 Site Plan Review – 7 no, 0 yes

#18 SB2 – 6 no – Salvail, Lester, Purcell, Majewski, Barney, Davis and 1 yes – Packard

#19 Energy Committee – 5 yes – Packard, Lester, Barney, Majewski, Purcell and 2 no – Salvail, Davis

Motion to adjourn by Denis and Jeff at 8:40 PM



**TOWN OF CANAAN**  
**BUDGET COMMITTEE MEETING**  
**November 1, 2007**  
**APPROVED AND CORRECTED COPY**  
**Canaan Fire Station**

Members present: Eleanor Davis, Denis Salvail, Shirley Packard, Russell Lester, Dave Barney, Jeff Majewski, Steve Purcell, David McAlister – Committee Chair, and Selectman Robert Reagan. Also present were Dexter Bucklin, David Heath, Roberta Berner, Jim Miller, Michael Cryans, Van Chestnut, and the minute taker, Christi Berube.

David McAlister called the meeting to order at 7:00 P.M. and took attendance.

**Budget Review**

**Advertising and Regional Budget:**

Committee members received updated copies of the 2008 budget worksheet dated November 1, 2007. David McAlister suggested reviewing the Advertising and Regional budgets first since several representatives were present to offer comments and to answer questions.

**NHMA Dues**

Dexter Bucklin explained that the dues are based 60% on the population size and 40% on the valuation.

**UVLSRPC**

Dexter Bucklin explained that the \$4,048 appropriation supports the Water Source Protection Study.

**Grafton County Senior Citizens Council**

Committee members reviewed a letter dated October 2, 2007, the 2007 annual report, financial statements, and a page of statistics from Roberta Berner, Executive Director of the Grafton County Senior Citizens Council. Roberta Berner summarized that her request for \$8,000 last year was significantly cut to \$4,000 when the cost to offer services in 2007 was approximately \$150,000. Jeff Majewski responded that it was the Board of Selectmen that chose to cut her budget to \$4,000.

**Advance Transit**

Van Chestnut of Advance Transit summarized that he is proposing a level funded request of \$7,255. Van Chestnut summarized that there exists an extensive database of the number of passengers picked up and dropped off at each stop. Advance Transit provides bus service for six towns.

Denis Salvail asked why a passenger fee does not exist. Van Chestnut responded that Dartmouth College and Dartmouth Hitchcock Medical Center contributes extra funds in order to replace the fare box in hopes of encouraging more bus riders and reducing traffic congestion.

Shirley Packard expressed concern that taxpayers should not have to pay for a service that they do not use or may not choose to use due to the bus schedule. Jeff Majewski responded that residents pay for a lot of taxes that he does not necessarily use directly. Dave Barney added that the bus service helps reduce the traffic volume for those who choose to drive themselves.

There was general discussion regarding a 2005 study that revealed a positive benefit of improved air quality and less traffic congestion when bus service is made available.

Van Chestnut later announced that a Canaan resident is needed to fill a vacancy on their Board.

#### Headrest

Michael Cryans summarized that Headrest is the only 24 hour helpline available in the State of NH on 7 days a week and is the suicide helpline for, NH, ME, and VT. Michael Cryans also summarized a new intervention program for substance abuse at the county jail. Less than two percent of Headrest revenue is derived from clients. Michael Cryans clarified that there is no formula as to how the requested contributions from each town are calculated.

Robert Reagan explained that the Board of Selectmen chose to reduce the contribution since similar services are offered by different organizations. Michael Cryans explained that the services may be similar but that the client base is different since Headrest does not submit insurance claims for reimbursement.

#### Goose Pond Lake Association

Committee members reviewed a letter dated November 1, 2007, from Dave Barney regarding a request for \$2,000 for the Goose Pond Lake Association. Dave Barney clarified that the volunteer match rate is approximately \$18 per hour.

Jeff Majewski suggested that taxpayers should have an interest in preventing milfoil evasion and preserving the aesthetics and value of the town's lakes and surrounding properties due partly to the tax revenue potential.

Denis Salvail asked whether the boaters contribute toward the costs for milfoil evasion or whether boaters are fined for spreading milfoil. Dave Barney responded that Lake Host programs are partly supported through boat registration fees and that boaters are fined when caught spreading milfoil.

#### Mascoma Health Initiative

Danielle Thompson briefly explained that the organization promotes access to health care for local residents by facilitating resources and other organizations. A quarterly newsletter is mailed to residents in five towns including Canaan. Danielle Thompson summarized that the recent public health fair attracted approximately four hundred people. Danielle Thompson also noted that the Mascoma Health Initiative was recently

involved with the drafting of an emergency management plan and that the plan is being tested with the upcoming flue shot clinic.

There was general discussion that local organizations, such as the Lions Club, are receiving volunteer training in regards to emergency preparedness. Danielle Thompson clarified that these trainings are supported by the State of NH through supplies.

At this time, all representatives had made their comments and there was general committee consensus to vote on each appropriation separately regarding the Advertising and Regional budgets.

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$2,400 for line item 01-417.10-560 ARA NHMA Dues.

**VOICE VOTE: Passed**

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$4,048 for line item 01-417.11-560 ARA UVLSRPC.

**VOICE VOTE: Passed**

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve 2008 budget appropriations for line items 01-417.12-560 through 01-417.23-560 as presented by the 2008 department budget column on the budget worksheet dated November 1, 2007.

**VOICE VOTE: Fails**

There was general committee consensus that the public record should reflect how each committee members is voting.

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve a 2008 budget appropriation of \$8,000 for line item 01-417.12-560 ARA Grafton County Senior Citizen Council.

**VOTE: 6 YES 3 NO [R. Lester, D. Salvail, and E. Davis]**  
**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$7,255 for line item 01-417.13-560 ARA Advance Transit.

**VOTE: 4 YES 5 NO [S. Packard, E. Davis, D. Salvail, D. McAlister, and R. Lester]**  
**MOTION FAILED**

**MOTION** by Shirley Packard and seconded by Russell Lester to approve a 2008 budget appropriation of \$5,000 for line item 01-417.13-560 ARA Advance Transit.

**VOTE: 4 YES 5 NO** [R. Reagan, E. Davis, S. Purcell, D. Barney, and J. Majewski]

**MOTION FAILED**

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$7,000 for line item 01-417.13-560 ARA Advance Transit.

**VOTE: 6 YES 3 NO** [E. Davis, D. Salvail, and R. Lester]

**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Steve Purcell to approve a 2008 budget appropriation of \$3,500 for line item 01-417.14-560 ARA Headrest.

**VOTE: 4 YES 5 NO** [R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]

**MOTION FAILED**

**MOTION** by Dave Barney and seconded by Steve Purcell to approve a 2008 budget appropriation of \$3,000 for line item 01-417.14-560 ARA Headrest.

**VOTE: 4 YES 5 NO** [R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]

**MOTION FAILED**

**MOTION** by David McAlister and seconded by Robert Reagan to approve a 2008 budget appropriation of \$3,000 for line item 01-417.14-560 ARA Headrest.

**VOTE: 5 YES 4 NO** [J. Majewski, E. Davis, D. Salvail, and R. Lester]

**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$2,000 for line item 01-417.15-560 ARA LISTEN.

**VOTE: 4 YES 5 NO** [S. Packard, E. Davis, D. Salvail, D. McAlister, and R. Lester]

**MOTION FAILED**

David McAlister commented that the Town of Canaan provides a tax exemption for the LISTEN building and property. David McAlister also noted that residents from other communities often leave or donate items that need to be disposed of, which costs the Town of Canaan.

**MOTION** by Shirley Packard and seconded by Russell Lester to approve a 2008 budget appropriation of \$1,000 for line item 01-417.15-560 ARA LISTEN.

**VOTE: 5 YES 4 NO** [D. McAlister, J. Majewski, S. Purcell, and D. Barney]  
**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$2,100 for line item 01-417.16-560 ARA WISE.

**VOTE: 6 YES 3 NO** [E. Davis, D. Salvail, and R. Lester]  
**MOTION PASSED**

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve a 2008 budget appropriation of \$3,300 for line item 01-417.17-560 ARA West Central Services.

**VOTE: 3 YES 6 NO** [S. Packard, R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]  
**MOTION FAILED**

**MOTION** by Dave Barney and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$3,000 for line item 01-417.17-560 ARA West Central Services.

**VOTE: 3 YES 6 NO** [S. Packard, R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]  
**MOTION FAILED**

**MOTION** by David McAlister and seconded by Shirley Packard to approve a 2008 budget appropriation of \$2,500 for line item 01-417.17-560 ARA West Central Services.

**VOTE: 3 YES 6 NO** [S. Packard, R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]  
**MOTION FAILED**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$2,000 for line item 01-417.17-560 ARA West Central Services.

**VOTE: 5 YES 4 NO** [E. Davis, D. Salvail, S. Purcell, and D. Barney]  
**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Shirley Packard to approve a 2008 budget appropriation of \$300 for line item 01-417.18-560 ARA ACORN.

**VOTE: 6 YES 3 NO** [E. Davis, D. Salvail, and R. Lester]  
**MOTION PASSED**

**MOTION** by Dave Barney and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$2,000 for line item 01-417.19-560 ARA Goose Pond Lake Association.

**VOTE: 3 YES 6 NO** [S. Packard, R. Reagan, E. Davis, D. Salvail, D. McAlister, and R. Lester]  
**MOTION FAILED**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$1,000 for line item 01-417.19-560 ARA Goose Pond Lake Association.

**VOTE: 4 YES 5 NO** [D. Barney, E. Davis, D. Salvail, J. Majewski, and S. Purcell]  
**MOTION FAILED**

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve a 2008 budget appropriation of \$1,500 for line item 01-417.19-560 ARA Goose Pond Lake Association.

**VOTE: 4 YES 5 NO** [R. Reagan, E. Davis, D. Barney, D. McAlister, and R. Lester]  
**MOTION FAILED**

**MOTION** by Jeff Majewski and seconded by David McAlister to approve a 2008 budget appropriation of \$1,000 for line item 01-417.19-560 ARA Goose Pond Lake Association.

**VOTE: 6 YES 3 NO** [E. Davis, D. Salvail, D. Barney]  
**MOTION PASSED**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$1,000 for line item 01-417.20-560 ARA Canaan Lake Association.

**VOTE: 6 YES 3 NO** [D. Barney, D. Salvail, and S. Packard]  
**MOTION PASSED**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$15,250 for line item 01-417.21-560 ARA Mascoma Visiting Nurses.

**VOTE: 7 YES 2 NO** [D. Salvail, and E. Davis]  
**MOTION PASSED**

David McAlister clarified that no request was received from CASA. The budget allocation was left at zero.

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve a 2008 budget appropriation of \$2,638 for line item 01-417.23-560 ARA Mascoma Health Initiative.

**VOTE: 3 YES 6 NO** [D. McAlister, E. Davis, D. Salvail, R. Lester, R. Reagan, and S. Packard]  
**MOTION FAILED**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$2,500 for line item 01-417.23-560 ARA Mascoma Health Initiative.

**VOTE: 6 YES 3 NO** [D. Salvail, D. Barney, and S. Packard]  
**MOTION PASSED**

**Cemetery Budget:**

There was general discussion whether the labor for burials is being billed to the Town of Canaan. Dave Heath responded that the Town of Canaan should not be billed for burials and that compensation should be received through the appropriate funeral home. Eleanor Davis also expressed concern whether the cemetery custodian position should be approved by the voters.

**MOTION** by Russell Lester and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$56,118 for the cemetery budget.

Jim Miller asked where information could be found regarding the responsibilities of the Cemetery Trustees and what is considered as maintenance and upkeep of the cemeteries. Jeff Majewski responded that the questions should be directed to the Board of Selectmen or to the Cemetery Trustees.

David Heath informed committee members that he is recommending a warrant article of \$10,000 to see whether taxpayers want to fund headstone repair.

**VOTE: 8 YES 1 NO** [E. Davis]  
**MOTION PASSED**

**Property & Liability Budget:**

There was general consensus to table a vote on line item 01-416.10-520 INS Property & Liability until a quote is received at the town office.

**Advertising & Regional Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a total 2008 budget appropriation of \$49,098 for the Advertising and Regional budget.

**VOTE: 5 YES 4 NO** [D. Barney, E. Davis, D. Salvail, and R. Lester]  
**MOTION PASSED**

**General Government Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$134,285 for the General Government budget.

Dexter Bucklin noted that the Board of Selectmen recently increased the allocation for the gasoline & diesel line item.

**VOTE: 6 YES 3 NO [S. Packard, E. Davis, and D. Salvail]**  
**MOTION PASSED**

**Building Inspector Budget:**

**MOTION** by Shirley Packard and seconded by David McAlister to reduce the following line items to \$1: 01-4240.10-565 BI Training; 01-4240.10-670 Books & Manuals; 01-4240.10-680 BI Tools; and 01-4240.10-802 Mileage & Tolls.

**VOTE: 7 YES 2 NO [D. Barney and E. Davis]**  
**MOTION PASSED**

**MOTION** by Denis Salvail and seconded by Russell Lester to approve a 2008 budget appropriation of \$11,292 for the Building Inspector budget.

**VOTE: 6 YES 3 NO [D. Barney, E. Davis, and D. Salvail]**  
**MOTION PASSED**

**Bridge Inspection Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$1 for the Bridge Inspection budget.

**VOTE: Unanimous**  
**MOTION PASSED**

**Street Lighting Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$15,000 for the Street Lighting budget.

**VOTE: 7 YES 2 NO [E. Davis and D. Salvail]**  
**MOTION PASSED**

**Health Budget:**

**MOTION** by Eleanor Davis and seconded by David McAlister to approve a 2008 budget appropriation of \$1,040 for the Health budget.

**VOTE: Unanimous**  
**MOTION PASSED**



**Welfare Budget:**

**MOTION** by Jeff Majewski and seconded by Russell Lester to approve a 2008 budget appropriation of \$57,421 for the Welfare budget.

Dexter Bucklin suggested that he would prefer to review and consider all increases for stipend positions at one time.

**VOTE: 7 YES 2 NO [E. Davis and D. Salvail]**  
**MOTION PASSED**

**Cultural and Other Recreation Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$1,000 for the Cultural and Other Recreation budget.

**VOTE: 7 YES 2 NO [E. Davis and D. Salvail]**  
**MOTION PASSED**

**Patriotic Budget:**

**MOTION** by David McAlister and seconded by Russell Lester to approve a 2008 budget appropriation of \$500 for the Patriotic budget.

**VOTE: 7 YES 2 NO [E. Davis and D. Salvail]**  
**MOTION PASSED**

**Conservation Fund Budget:**

There was general discussion that committee members would like to know how many funds are available in the Conservation Fund before additional appropriations are approved.

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$1 for the Conservation Fund budget.

**VOTE: 6 YES 3 NO [R. Reagan, R. Lester, and D. Barney]**  
**MOTION PASSED**

**Executive Budget:**

**MOTION** by Russell Lester and seconded by Steve Purcell to approve a 2008 budget appropriation of \$19,200 for the Executive budget.

Dexter Bucklin noted that the search for a town administrator is underway through the state offices.

**VOTE: 8 YES 1 NO [E. Davis]**  
**MOTION PASSED**

**Town Administrator Budget:**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$66,185 for the Town Administrator budget.

**VOTE: 7 YES 2 NO [D. Salvail and E. Davis]**  
**MOTION PASSED**

**Meeting Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$3,900 for the Meeting budget.

**VOTE: Unanimous**  
**MOTION PASSED**

**Town Clerk/Tax Collector Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$71,536 for the Town Clerk/Tax Collector budget.

Dexter Bucklin noted that adjustments to the postage line items were made.

**VOTE: 7 YES 1 NO [E. Davis] 1 ABSTAIN [D. McAlister]**  
**MOTION PASSED**

**Election Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$7,600 for the Election budget.

**VOTE: Unanimous**  
**MOTION PASSED**

**FA Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$68,490 for the FA budget.

**VOTE: 8 YES 1 NO [E. Davis]**  
**MOTION PASSED**

**Budget Committee Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$2,120 for the Budget Committee budget.

**VOTE: Unanimous**  
**MOTION PASSED**

**Assessing Budget:**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$89,770 for the Assessing budget.

**VOTE: 6 YES 2 NO [E. Davis and D. Salvail] 1 ABSTAIN [S. Purcell]**  
**MOTION PASSED**

**Treasurer Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$6,440 for the Treasurer budget.

**VOTE: 8 YES 1 NO [E. Davis]**  
**MOTION PASSED**

**Trustees of the Trust Fund Budget:**

**MOTION** by David McAlister and seconded by Russell Lester to approve a 2008 budget appropriation of \$594 for the Trustees of the Trust Fund budget.

**VOTE: 7 YES 2 NO [S. Packard and D. Salvail]**  
**MOTION PASSED**

**Software & Support and DP Hardware Upgrade line items:**

**MOTION** by Russell Lester and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$3,045 for the Software & Support and DP Hardware Upgrade line items.

**VOTE: 8 YES 1 NO [E. Davis]**  
**MOTION PASSED**

**Legal Budget:**

**MOTION** by David McAlister and seconded by Russell Lester to approve a 2008 budget appropriation of \$50,000 for the Legal budget.

Dexter Bucklin clarified that the expense for the prosecutor has increased based on the activity level.

**VOTE: 6 YES 3 NO [D. Salvail, S. Packard, and E. Davis]**  
**MOTION PASSED**

**PA Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$370,250 for the PA budget.

**VOTE: 4 YES 3 NO [D. Salvail, E. Davis, and J. Majewski]**  
**2 ABSTAIN [S. Purcell and D. McAlister]**  
**MOTION PASSED**

**Planning Board Budget:**

**MOTION** by Russell Lester and seconded by Shirley Packard to approve a 2008 budget appropriation of \$2,551 for the Planning Board budget.

Dexter Bucklin noted that the ten dollars allocated in line item 01-4191.10-110 should be revised to one dollar.

**VOTE: 7 YES 2 NO [D. Salvail and E. Davis]**  
**MOTION PASSED**

**Government Buildings Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$149,220 for the Government Buildings budget.

Robert Reagan clarified that funds for a new boiler will be requested in a warrant article

**VOTE: 6 YES 3 NO [S. Packard, D. Salvail and E. Davis]**  
**MOTION PASSED**

**Approval of Minutes**

Committee members reviewed a draft copy of the October 18, 2007, minutes.

Dave Barney requested that the minutes be posted on the town's website.

**MOTION** by David McAlister and seconded by Steve Purcell to accept the minutes dated October 18, 2007, as corrected.

Eleanor Davis suggested that David's name on page three be changed to Papa Z's.

The misspelling of Remacle was corrected on page five.

**VOTE: Unanimous in the affirmative**

**Other Business**

Dexter Bucklin districted handouts regarding the 2007 Tax Rate and a 2006-2007 Comparison on Tax Levy Commitment. Dexter Bucklin proceeded to explain how the current default budget was calculated incorrectly and why the 2007 tax rate has increased from \$18.89 to \$21.31.

Jeff Majewski asked whether any budget projections have been calculated regarding the current budget. Dexter Bucklin responded that there is a commitment from the Board of Selectmen to not overspend the current budget. Robert Reagan added that large purchases have been deferred until mid December in order to guarantee that funds are available.

Jeff Majewski asked whether anticipated revenues for water and sewer have been calculated. Discussion ensued regarding the wording of the original water and sewer warrant article and whether the revenue impacts the tax rate.

Dave Barney noted that committee members should have received corrected copies of the Capital Improvement Plan.

David McAlister reminded committee members that the next meeting is scheduled for November 15<sup>th</sup>.

There was no Chairman's Report or Selectmen's Report provided at this time.

**MOTION** by Steve Purcell and seconded by David McAlister to adjourn the meeting at 10:02 P.M.

**VOTE: Unanimous in the affirmative**

**TOWN OF CANAAN  
BUDGET COMMITTEE MEETING  
November 15, 2007  
REVISED AND APPROVED MINUTES  
Canaan Fire Station**

Members present: Eleanor Davis, Denis Salvail, Shirley Packard, Russell Lester, Dave Barney, Jeff Majewski, Steve Purcell, Marty Pusey, David McAlister – Committee Chair, and Selectman Robert Reagan. Also present were Dexter Bucklin, Sam Frank, Matt Wilson, Amy Thurber, Beth Wolf, Joanna Carr, Cyndy Neily, and the minute taker, Christi Berube.

David McAlister called the meeting to order at 7:00 P.M. and took attendance.

**Approval of Minutes**

Committee members reviewed a draft copy of the November 1, 2007, minutes.

**MOTION** by Jeff Majewski and seconded by Shirley Packard to accept the minutes dated November 1, 2007, as corrected.

Dave Barney suggested that the statement on page two regarding pay for the Lake Hosts should read “the volunteer match rate is approximately \$18 per hour”.

Jeff Majewski clarified on page two that “residents pay for a lot of taxes that they do not necessarily use directly”.

Shirley Packard’s name was corrected on page five and Russell Lester’s name was corrected on page six.

**VOTE: 9 YES 0 NO 1 ABSTAIN [Marty Pusey]**

Dave Barney requested that the minutes be posted on the town’s website. The minute taker offered to start correcting the minutes and forwarding them to Dave Barney for posting.

**Budget Review**

Dexter Bucklin explained the following adjustments made by the Board of Selectmen regarding the 2008 budget worksheet dated November 15, 2007: line item 01-4155.10-210 PA Health Insurance on page four was adjusted from \$313,500 to \$318,500 to account for the town’s “insurance buyout” policy, which was mistakenly omitted from the personnel policy; line item 01-416.10-520 INS Property & Liability on page five was adjusted to reflect the verbal quote of a seven percent increase from Local Government Center; line item 01-4312.20-110 HW FT Salaries on page eight was adjusted to \$240,000 to account for the heavy equipment operator position that was eliminated during the current year’s default budget; and line items 01-4324.10-390 and 01-4324.40-390 were increased to account for recently received changes in tipping fees.

**PA Budget:**

**MOTION** by Russell Lester and seconded by Steve Purcell to approve the adjusted bottom line figure of \$375,350 for the 2008 PA budget.

Dexter Bucklin explained that the \$313,500 figure only accounted for the current coverage of existing employees.

**VOTE: 6 YES 4 NO** [E. Davis, D. Salvail, J. Majewski, and S. Packard]  
**MOTION PASSED**

**Insurance Budget:**

**MOTION** by Russell Lester and seconded by Steve Purcell to approve the adjusted bottom line figure of \$40,440 for the 2008 insurance budget.

**VOTE: 9 YES 1 NO** [S. Packard]  
**MOTION PASSED**

**Police Department Budget:**

**MOTION** by Russell Lester and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$449,613 for the police department budget.

Dave Barney asked why the Board of Selectmen chose to adjust the line items from what the department head had recommended. Dexter Bucklin responded that part of the difference is that the Board of Selectmen chose to allocate the overtime, holiday, and oncall pay differently. Dexter Bucklin also explained that all figures for full time salary lines were calculated according to the 2008 Wages handout.

Sam Frank explained that funds still exist in many of the budget line items since he has minimized any purchasing this year due to the default budget.

Sam Frank summarized that he needs \$9,000 in additional funds next year in order to rectify the pay discrepancy that a patrolman position is earning more per hour than a sergeant position with supervisory responsibilities.

Russell Lester asked what will happen if the proposed budget is defeated again. Sam Frank responded that the employees need to be taken care of and that he will cut the supplies and equipment purchasing if needed.

**VOTE: 5 YES 5 NO** [D. Barney, J. Majewski, S. Packard, R. Lester, and R. Reagan]  
**MOTION FAILS**

**MOTION** by Denis Salvail and seconded by Marty Pusey to reduce the PD Outside Duty Salary line item by \$20,000.

There was general discussion and consensus that the town administrator should provide information to the Budget Committee regarding a revolving fund for the outside duty revenue for review.

**VOTE: 6 YES 4 NO** [D. Barney, R. Lester, S. Purcell, and R Reagan]  
**MOTION PASSED**

Sam Frank clarified that the police department has three tazers at this time and that seven more are needed.

Jeff Majewski suggested that funds should be allocated to rectify the pay discrepancy between sergeant and patrol positions. Jeff Majewski offered to make a motion to include these funds if the correct budget figure is calculated. There was general consensus to table a vote on the recommended motion until Sam Frank has calculated the appropriate line item figure.

**Mechanic Budget:**

**MOTION** by Shirley Packard and seconded by Russell Lester to approve a 2008 budget appropriation of \$131, 934 for the mechanic budget.

Shirley Packard asked whether Larry Brabant burns used oil at the garage. There was general discussion that storing oil in an open barrel is illegal and that the garage can only store a set volume of used oil.

**VOTE: 8 YES 2 NO** [E. Davis and D. Salvail]  
**MOTION PASSED**

**Road Agent Salary line items:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$49,925 for the Road Agent salary line items.

**VOTE: 9 YES 1 NO** [E. Davis]  
**MOTION PASSED**

**Highway Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$365,000 for the highway budget.



Dale Morse expressed concern that the Board of Selectmen's recommendation of \$12,000 for the supplies line item is not enough since the blades for the plow trucks will cost \$7,000.

Russell Lester explained to Dale Morse that his department head budget should have recommended \$240,000 for the HW FT Salaries line item since the salary for the heavy equipment operator position was removed during the adjustment to the default budget.

**A vote was not taken on this motion.**

**MOTION** by Dave Barney and seconded by Russell Lester to increase the HW supplies line item from \$12,000 to \$17,000 for the 2008 highway budget.

**VOTE: 9 YES 1 NO** [S. Packard]

**MOTION PASSED**

**MOTION** by Dave Barney and seconded by David McAlister to approve a 2008 budget appropriation of \$370,000 for the highway budget.

**VOTE: 8 YES 2 NO** [S. Packard and D. Salvail]

**MOTION PASSED**

**Highway Budget [line items 01-4312.10-390 through 01-4312.42-610]:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$460,000 for the highway budget.

Dale Morse asked why the allocation for the road salt was reduced when the cost has increased \$5 per delivered ton.

**The vote was tabled at this time.**

**MOTION** by Dave Barney and seconded by Eleanor Davis to increase the HW Road Reconstruction line item from \$150,000 to \$200,000.

Dave Barney suggested that additional funds are needed now that a road maintenance plan exists.

Russell Lester suggested that additional funds may not need to be appropriated if the block grant funds are being encumbered for next year.

Jeff Majewski suggested that any recommendation for additional highway reconstruction funds should be requested in a warrant article.

Eleanor Davis suggested that the additional highway reconstruction funds should be allocated for in the operating budget at this time in case a warrant article is not drafted. The funds can be removed anytime during the budget review process.

**VOTE: 4 YES 6 NO** [D. McAlister, D. Salvail, S. Packard, J. Majewski, S. Purcell, and M. Pusey]

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$460,000 for the highway budget.

**VOTE: 7 YES 3 NO** [M. Pusey, E. Davis, and D. Barney]

**MOTION PASSED**

**MOTION** by Jeff Majewski and seconded by Dave Barney to recommend that the Board of Selectmen establish a warrant article of \$50,000 for highway reconstruction.

**VOTE: 7 YES 3 NO** [S. Packard, S. Purcell, and R. Reagan]

**MOTION PASSED**

**Police Budget:**

Sam Frank summarized that \$213,002 needs to be allocated in the HW FT salaries line item in order to rectify the pay discrepancy between the sergeant and patrol positions.

**MOTION** by Dave Barney and seconded by Jeff Majewski to increase the PD Salaries FT line item from \$210,535 to \$213,002.

**VOTE: 7 YES 3 NO** [S. Purcell, D. Salvail and E. Davis]

**MOTION PASSED**

**MOTION** by Dave Barney and seconded by David McAlister to approve a 2008 budget appropriation of \$447,880 for the police budget.

**VOTE: 7 YES 3 NO** [S. Packard, D. Salvail and E. Davis]

**MOTION PASSED**

**Emergency Management Budget:**

**MOTION** by Jeff Majewski and seconded by Dave Barney to approve a 2008 budget appropriation of \$51,120 for the emergency management budget.

**VOTE: Unanimous in the affirmative**

**MOTION PASSED**

**Library Budget:**

**MOTION** by Dave Barney and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$123,500 for the library budget.

**A vote was not taken on this motion.**

**MOTION** by Steve Purcell and seconded by Russell Lester to reduce the proposed 2008 library budget from \$123,000 to \$117,200.

Beth Wolf clarified that the library has received grant funding and a generous gift from the Friends of Mascoma for book purchases and that the \$6,300 server will most likely be purchased with this year's budget funds.

Dexter Bucklin noted that the insurance costs for the library budget needs to be adjusted.

**VOTE: 9 YES 1 NO** [S. Packard]

**MOTION PASSED**

**MOTION** by Steve Purcell and seconded by Russell Lester to approve a 2008 budget appropriation of \$117,200 for the library budget.

**VOTE: 8 YES 2 NO** [S. Packard and D. Salvail]

**MOTION PASSED**

**Fire Department Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$80,785 for the fire department budget.

**VOTE: 8 YES 2 NO** [D. Salvail and E. Davis]

**MOTION PASSED**

**Transfer Station Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$223,733 for the transfer station budget.

Dexter Bucklin noted earlier in the meeting that an invitation for bids has been placed regarding hauling services and tipping fees.

**VOTE: 8 YES 2 NO** [E. Davis and D. Salvail]

**MOTION PASSED**

**Recreation Budget:**

**MOTION** by Russell Lester and seconded by Marty Pusey to approve a 2008 budget appropriation of \$27,135 for the recreation budget.

Dexter Bucklin explained that there is an agreement that the personnel at the Transfer Station will be collecting the trash from the parks and beach next year.

Dexter Bucklin also explained that the \$17,000 in the REC Hourly PT line item includes funds for field maintenance and for summer programming.

**VOTE: 8 YES 2 NO** [D. Salvail and E. Davis]  
**MOTION PASSED**

**Debt Service Budget:**

**MOTION** by Dave Barney and seconded by Jeff Majewski to approve a 2008 budget appropriation of \$242,526 for the debt service budget.

Eleanor Davis requested a copy of the debt service schedule.

**VOTE: Unanimous in the affirmative**  
**MOTION PASSED**

**Improvements Other Than Buildings Budget:**

**MOTION** by Russell Lester and seconded by David McAlister to approve a 2008 budget appropriation of \$1 for the improvements other than buildings budget.

**VOTE: 9 YES 1 NO** [E. Davis]  
**MOTION PASSED**

**Water and Sewer Budget:**

Dexter Bucklin summarized that consideration is needed as to whether the water and sewer rates should be increased for next year.

Russell Lester suggested that the total water and sewer budget figure should be cut at this time since more funds have been appropriated than needed during the past few years. Dexter Bucklin responded that he would not advise cutting the water and sewer budgets at this time due to the current water and sewer studies and the culvert repair needed on Orange Brook.

**MOTION** by Denis Salvail and seconded by Eleanor Davis to reduce the total water and sewer budget figure of \$155,249 to \$135,249.

There was general discussion that it is technically the Budget Committee's responsibility to fill out and submit the MS-7 form.

**VOTE: 8 YES 2 NO** [D. Barney and J. Majewski]  
**MOTION PASSED**

**Ambulance Budget:**

**MOTION** by Dave Barney and seconded by Russell Lester to approve a 2008 budget appropriation of \$55,000 for the ambulance budget.

**VOTE: 7 YES 3 NO** [E. Davis, S. Packard, and D. Salvail]  
**MOTION PASSED**

**Other Business**

Russell Lester noted that the warrant articles need to be available before the Public Hearing.

Shirley Packard requested a copy of the SB2 timeline for budget preparation.

Dave Barney asked when the Board of Selectmen will complete their recommendations for capital item purchases. Dexter Bucklin responded that deferring capital purchases until another year may be appropriate.

David McAlister noted that the next meeting is scheduled for November 29<sup>th</sup>. The agenda will include review of revenues, the default budget, and capital item recommendations.

There was general reference made to the public minutes dated January 4<sup>th</sup>, 2007, whether the Budget Committee took any action regarding the default budget last year.

There was general discussion whether lease purchases should be presented in warrant articles or in the operating budget and then whether lease purchases become part of the default budget.

There was no Chairman's Report or Selectmen's Report provided at this time. Robert Reagan noted that there have been several angry residents at the past Board of Selectmen meetings.

Dexter Bucklin noted that Mr. LaBie, Mr. MacDonald, Mr. Hudgens, and Mr. Rudder have applied for the opening Selectmen position.

**MOTION** by Steve Purcell and seconded by David McAlister to adjourn the meeting at 9:45 P.M.

**VOTE: Unanimous in the affirmative**