

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, JANUARY 12, 2010**

The meeting was brought to order at 7:00PM by Chairman Bob Reagan. Selectman Tim Lewis, Selectman Scott Borthwick and Town Administrator, Michael Capone, were also in attendance. Others present and those who joined the meeting in progress: Ellie Davis, Phil Salvail, Matthew Dow, Dave Barney and Al Posnanski. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of December 29, 2009 Meeting

The Board reviewed the minutes and voted the following: Selectman Borthwick moved and Selectman Lewis seconded the motion to accept the minutes of the December 29, 2009 meeting as written. The Board voted 3-0 in favor of the motion.

Library Renovation Bids – Open and Review with Trustees

The Library Trustees had requested that the Board open the bids received for the Library Renovation project that will remove the stage area on the first floor of the Library. Chairman Reagan noted that this project was being funded entirely by private donations and would not use any tax money.

Library Trustee, Tom Guillette, was present to represent the Trustees. Chairman Reagan opened each of the seven bids received. The bids were then given to Tom to take to the Library Trustees for their review and consideration. Since this project is privately funded, the Library Trustees will make the final decision with regard to the vendor with whom they will contract.

2010 Budget Update

Michael provided an updated budget worksheet for the Board to review. In addition to the proposed budget numbers for 2010, the worksheet included the final budget expenditures for 2009. There were no questions from the Board with regard to the 2009 numbers.

Michael asked the Board if there were any other adjustments they wished to make to their 2010 recommended Budget. The Board offered no further adjustments. The final total for the Selectmen's recommended budget was \$2,989,874.00.

Default Budget-Review and Discussion

The Board reviewed the draft copy of the Default Budget Michael had presented to the Board members at the December 29, 2009 meeting. Michael explained how he had arrived at the numbers for the Default Budget. The Board reviewed the draft and agreed that no changes were necessary. The Default Budget for 2010 will be \$3,207,088.00.

2010 Estimated Revenues – Review and Discussion

The Board reviewed the non property tax revenue estimates for 2010 as well as the 2009 non property tax revenue numbers that Michael had provided for them at the December 29, 2009 meeting. After a brief discussion the Board agreed to accept the estimates as presented. The Selectmen's estimated non property tax revenues for revenues for 2010 will be \$1,231,984.00.

Review Warrant Article Submissions

Michael presented the Board with a list of warrant articles for their review. Pursuant to a vote taken at last years Town meeting, the Board would be required to provide a vote tally for each article with a note to recommend or not recommend.

The votes for each article were:

Article 2

Article 2: Operating Budget – the Board did not vote pending final number from the Budget Committee

Article 3

To see if the Town will vote to raise and appropriate the sum of One Hundred Seventy Six Thousand Eight Hundred Twenty Five Dollars (\$176,825.00) for Water and Sewer Operations for the Town of Canaan. These funds are raised by user fees and are not funded by property taxes.

The Board of Selectmen **recommends** this article **3-0**

Article 4

To see if the Town will vote to Authorize the Board of Selectmen to acquire or sell land and/or buildings in accordance with RSA 41:14-a. This authorization shall remain in effect until rescinded by a vote of the Town meeting.

The Board of Selectmen **recommends** this article **3-0**

Article 5

To see if the Town will vote to raise and appropriate the sum of Three Hundred Forty Five Thousand Seven Hundred Eighty Nine Dollars (\$345,789.00) to pay the outstanding balance on two USDA loans. This sum to come from the Unreserved Fund Balance (surplus) and will require that no amount be raised from taxation.

The Board of Selectmen **recommends** this article **3-0**

Article 6

To see if the Town will vote to raise and appropriate the sum of Forty Thousand Dollars (\$40,000.00) to be added to the previously established Revaluation Capital Reserve Fund and name the Governing Body (the Board of Selectmen) as Agents to Expend.

The Board of Selectmen **recommends** this article **3-0**

Article 7

To see if the Town will vote to discontinue the Sewer Capital Reserve Fund established in 1944 with said funds and accumulated interest to be transferred to the Water and Sewer Surplus account.

The Board of Selectmen **recommends** this article **3-0**

Article 8

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) to be added to the previously established Fire Truck Capital Reserve Fund with the Legislative Body (the Voters) as Agents to Expend.

The Board of Selectmen **recommends** this article **3-0**

Article 9

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) to be added to the previously established Capital Reserve Fund for Highway Equipment with the Legislative Body (the Voters) as Agents to Expend.

The Board of Selectmen **recommends** this article **3-0**

Article 10

To see if the Town will vote to authorize the Selectmen to enter into a five year lease agreement for One Hundred Six Thousand Five Hundred Sixty Dollars (\$106,560.00) for the purpose of leasing a backhoe for the Highway Department to replace the existing 2004 JCB backhoe, and to raise and appropriate the sum of Twenty One Thousand Three Hundred Twelve Dollars (\$21,312.00) for the first years payment for that purpose. This lease agreement contains an escape clause.

The Board of Selectmen **does not recommend** this article **3-0**

Article 11

To see if the Town will vote to authorize the Selectmen to enter into a five year lease agreement for Ninety Seven Thousand Eight Hundred Seventeen Dollars (\$97,817.00) for the purpose of leasing a front end loader for the Highway Department to replace the existing 2001 Komatsu Loader, and to raise and appropriate the sum of Nineteen Thousand Five Hundred Sixty Three Dollars and Thirty Six Cents (\$19,563.36) for the first years payment for that purpose. This lease agreement contains an escape clause.

The Board of Selectmen **does not recommend** this article **3-0**

Article 12

To see if the Town of Canaan will vote to raise and appropriate the sum of Two Hundred Thousand Dollars (\$200,000.00) for paving Roberts Road and a portion of Goose Pond Road.

The Board of Selectmen **does not recommend** this article **3-0**

Article 13

To see if the town will vote to raise and appropriate the sum of One Hundred Eighty Six Thousand Dollars (\$186,000.00) to purchase a new cab, chassis, sander body and plow equipment to replace the 2001 Freightliner dump truck and authorize the withdrawal of Sixty Six Thousand Dollars (\$66,000) from the Highway Equipment Capital Reserve Fund created for that purpose. The balance of One Hundred twenty thousand dollars (\$120,000) is to come from general taxation.

The Board of Selectmen **does not recommend** this article **3-0**

Article 14

To see if the town will vote to raise and appropriate the sum of Ninety Eight Thousand Dollars (\$98,000.00) for the replacement of the 2004 550 Ford one ton dump truck.

The Board of Selectmen **does not recommend** this article **3-0**

Article 15- Petitioned Article

To see if the town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000.00) to give the hourly, non union paid employees a 3% raise.

The Board of Selectmen **does not recommend** this article **3-0**

Article 16 – Petitioned Article

Shall the Town appropriate the sum of Two Thousand One Hundred Dollars (\$2,100.00) to help support the crisis intervention and support services and community outreach and violence prevention programs at WISE (Women’s Information Service) located in Lebanon, NH and serving the Town of Canaan as well as twelve additional towns in the Upper Valley of Vermont and New Hampshire.

The Board of Selectmen **does not recommend** this article **3-0**

Article 17 – Petitioned Article

We request that Eight Thousand Dollars (\$8,000.00) be appropriated to Grafton County Senior Citizens Council, Inc. for services to Canaan residents in 2010. These services include congregate meals, home delivered meals, the town food pantry, transportation, adult in-home care, outreach support, Service Link support and more. In 2009, Grafton Senior Citizens Council, Inc. provided services for 316 Canaan residents (Service Link:73 Residents), and the cost of providing these services was \$186,091.65.

The Board of Selectmen **does not recommend** this article **3-0**

Article 18 – Petitioned Article

To see if the Town of Canaan will vote to raise and appropriate the sum of Seven Thousand Six Hundred Dollars (\$7,600.00) to go to Advance Transit, Inc. for services to Canaan residents in 2010. These services include transportation for work, shopping and appointments. In 2008, 10856 passenger trips boarded Advanced Transit in Canaan. Advance Transit provided services to the Town of Canaan at a cost of \$93,000.

The Board of Selectmen **does not recommend** this article **3-0**

Article 19 – Petitioned Article

Shall the Town appropriate the sum of Nine Thousand Seven Hundred Dollars (\$9,700.00) to help support the home health, maternal and child health, and hospice care provided in patients’ homes and in community settings by the **Visiting Nurse Association & Hospice of VT and NH**. In 2009, the VNA & Hospice of VT and NH made 1,969 homecare visits to 168 residents and provided approximately \$108,101 of uncompensated care to Canaan residents.

The Board of Selectmen **does not recommend** this article **3-0**

Article 20 – Petitioned Article

Shall the Town of Canaan raise and appropriate Three Thousand Three Hundred Dollars (\$3,300.00) for the support of West Central Behavioral Health. This appropriation will be used for uninsured and underinsured Canaan residents who use West Central Behavioral Health’s psychological, psychiatric, case management, vocational, respite and emergency mental health services. Last year one hundred twenty one (121) Canaan residents were patients of West Central Behavioral Health. 61 of the 121 residents were children.

The Board of Selectmen **does not recommend** this article **3-0**

Article 21 – Petitioned Article

To see if the Town will vote to designate Goose Pond Road from the Hanover town line to Talbert Hill Road as a low salt (Type 5) road as defined in NH Department of Transportation (DOT) policy. Winter maintenance shall follow DOT recommendation for Type 5 roads to use abrasives only. The use of sand mixed with a minimum amount of salt to keep it from freezing would satisfy this requirement.

The Town shall provide appropriate signage during the winter maintenance period to notify the public of this policy.

At the end of the winter maintenance period, the Town shall sweep up the sand on Goose Pond Road. Excess sand shall also be cleaned from culverts by the Town as necessary to keep sand from entering Goose Pond.

This will help to minimize the harmful effects to Goose Pond of the chloride and phosphorous contained in road salt.

The Board of Selectmen **does not recommend** this article **3-0**

Article 22 – Petitioned Article

To see if the Town will vote to continue to maintain and operate the bathhouse located at the Canaan Street beach. The Town may solicit and use volunteers or organizations to assist with labor and/or materials, but it shall be the Town's ultimate responsibility to maintain and operate the bathhouse. The bathhouse shall be open daily, at least eight hours per day, from Memorial Day weekend through Labor Day. The bathhouse shall not be demolished. A portable toilet shall not replace the bathhouse.

The Board of Selectmen **does not recommend** this article **3-0**

Article 23 – Petitioned Article

To see if the Town of Canaan will vote pursuant to RSA 673 to establish a **Heritage Commission** to identify and promote preservation and appreciation of historic buildings and sites. The Commission will work to research, record, and inventory historic resources, assist the Planning Board as requested and advise local agencies and boards. This vote will authorize the Board of Selectmen to appoint five citizens as members of the Heritage Commission pursuant to the provisions of RSA 673:4-a and RSA 673:5, and to appoint up to three additional citizens as alternate members, or take any other action relating thereto.

The Board of Selectmen **does not recommend** this article **3-0**

Other Business

Michael presented the Board with a copy of the amended services agreement from H.E. Bergeron Engineers for the River Road bridge project for their signature. After a brief discussion, Selectman Lewis made a motion to accept the agreement and authorize Chairman Reagan to sign on behalf of the Board. The motion was seconded by Selectman Borthwick and voted 3-0 in favor by the Board.

Michael also informed the Board that the project had been advertised for bid. The construction requirements are that the project begins in May with substantial completion by the end of July, 2010.

Michael also had copies of the Water System Operators agreement, the agreement from our Auditors and the agreement from the Assessors for the Board to review and discuss at their next meeting.

Michael mentioned to the Board that he had been contacted by Pat Mercer, a Selectman from Orange with regard to recycling. She had been informed by some residents from Orange that there was an agreement with Canaan and NHDES tied to recycling funding that would allow Orange residents to recycle in Canaan. Another provision is that Canaan would provide stickers to Orange for recycling. Michael had not found anything with regard to the matter and was going to contact Pat to find out what information she had. Al Posnanski suggested that Michael look back through some of Dexter's old files to see if he had any information with regard to an agreement.

Selectman Lewis asked Michael to send a memo to Chief Bellion and Chief Frank asking about the status of the ordinance review that had been discussed during 2009.

Selectman Lewis mentioned that he had been contacted by David Zani with regard to a possible lot line adjustment and some changes to a Right of Way on a property abutting the old landfill along route 4. Michael mentioned that he had pulled the file on this property and would place it in the Selectmen's review basket in the Office.

Tom Guillette asked if there had been any changes made to the Memorandum of Understanding between the Town and the Senior Center. Michael informed Tom that there as yet have been no changes to the previous agreement.

Al Posnanski noted that the tonnage per container for the loads of material going out of the Transfer Station had gone down recently. Selectman Lewis and Chairman Reagan noted that this usually happens in the winter because the cold temperatures prevent material from compressing as much as it does in warmer weather.

Chairman Reagan mentioned that he had received an inquiry with regard to purchasing winter weight coveralls for employees at the Transfer Station. It was noted that other employees had not received them and as such it was probably not practical to issue them to the Transfer Station employees.

With no further business before the Board, at 9:12 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, JANUARY 26, 2010**

The meeting was brought to order at 7:00PM by Chairman Bob Reagan. Selectman Tim Lewis, Selectman Scott Borthwick and Town Administrator, Michael Capone, were also in attendance. Others present and those who joined the meeting in progress: Ellie Davis, Phil Salvail, Cindy Neily, John Bergeron, Tom Guillette and Al Posnanski. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of January 12, 2010 Meeting

The Board reviewed the minutes and voted the following: Selectman Borthwick moved and Selectman Lewis seconded the motion to accept the minutes of the January 12, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Library Trustees I Review Contract for next phase of Library Renovation

Library Trustees Tom Guillette and Cindy Neily were present. They informed the Board that MTD Property Maintenance and Contractors had been selected to do the Library Stage Renovation. Tom reviewed the particulars of the contract with the Board. After a brief discussion, Selectman Lewis made a motion to accept the gift of monies donated by the Library Trustees for the Renovation project and to authorize Chairman Reagan to sign the contract on behalf of the Board. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board. Chairman Reagan thanked the Trustees for their efforts on behalf of the Town.

Discussion of the next phase of Logging on the Transfer Station Property

The Board discussed how best to pursue the next phase of logging at the Transfer Station. They agreed to advertise the project and see what they receive for bids on the project. Selectman Lewis suggested that logging the Town lot on Follensbee road be included in the project scope. He also suggested that Michael check with the Road Agent to see what other roadside logging projects he had in mind and include those as well. With the Boards approval, Michael said he would follow up with the Road Agent and Jim Burnett.

Project Updates – River Road Bridge and Water/Sewer

Michael informed the Board that the River Road Bridge project is now advertising for bids. The Bid deadline is February 5th, 2010. The Bridge project must be under contract by March 1, 2010. There is an on-site meeting for interested bidders schedule for January 27, 2010 at 10AM. The project calls for a start date of no later than May 10, 2010 with substantial completion by July 25, 2010.

Michael provided an update on the well blending project. A sand sample had been obtained to allow the replacement sand provider to correctly spec the type of sand needed to replenish the filters. The baffle curtain change order has been processed. A number of trucking companies had been contacted to bid on hauling the replacement sand from the supplier. Michael informed the Board that he hoped to have the final phase of the project contracted by the end of the week.

The Board briefly discussed how best to proceed with the Groundwater Discharge Study. It was agreed that Wright-Pierce should attend a February meeting to discuss their findings and possible next steps. Michael will contact Wright-Pierce and schedule them to attend a Selectmen's meeting in February.

Other Business

Michael informed that Board that he had spoken with Keith Gilbert of Water System Operators regarding job descriptions and operating procedures. There are no written procedures available and no job description for the system operator. Michael mentioned that most of the tasks performed are dictated by federal and state regulations. Selectman Lewis once again expressed his desire that procedures be available to help the Board better understand the operation and to provide for backup should an operator not be available. Michael will contact Keith and discuss the matter further.

The Board reviewed the 2010 agreement with Cross Country Appraisal Group Inc. Selectman Lewis made a motion to approve and sign the agreement. The motion was seconded by Selectman Borthwick and the Board voted 3-0 to sign the agreement.

The Board reviewed the 2010 agreement with the Auditing Firm, Vachon and Clukay. Selectman Lewis made a motion to approve the agreement and have Chairman Reagan sign on behalf of the Board. The motion was seconded by Selectman Borthwick and the Board voted 3-0 to have Chairman Reagan sign the agreement.

The Board reviewed the Selectmen's report submitted by Chairman Reagan. Selectman Lewis suggested one minor correction to the report. Michael will prepare a revised draft for the Board's consideration.

Michael asked if the Board members had reviewed the information regarding a possible lot line adjustment and some changes to a Right of Way on a property abutting the old landfill along route 4. It was suggested that Michael contact the property owner and set up a meeting to discuss the issue.

Michael asked if the Board wished to consider establishing a back up list of potential candidates to fill in at the Transfer Station should the need arise during the summer months. The Board agreed at a minimum some initial contacts should be made to explore the feasibility of providing back ups.

Michael mentioned that he had not yet contacted Pat Mercer, a Selectman from Orange with regard to the matter of recycling. Pat had been informed by some residents from Orange that there was an agreement with Canaan and NHDES tied to recycling funding that would allow Orange residents to always be able to bring their recyclables to Canaan. Selectman Lewis thought that it might have been in regard to recycling waste oil and not all recycling. Michael was going to contact Selectman Mercer to see what she had found in regard to this matter. Michael also informed the Board that they were running low on Transfer Station Stickers and some would have to be ordered soon.

Selectman Lewis expressed his concern with regard to the tone of the Road Agent's submission to the 2009 Town Report. He felt that it should be returned to the Road Agent and rewritten. The Board asked Michael to check with the Municipal Association in regard to what should be allowed in a report prior to commenting further on the matter.

John Bergeron was present representing the Historical Society. He reported on the progress of the repairs to the Town Museum Building. He noted that a second column needed to be replaced and asked if the Board would consider helping to defray a part of the additional \$2,095.00 for the second column. After a brief discussion, the Board agreed to take the matter under advisement.

Selectman Lewis mentioned that he had been contacted by a Grafton resident who asked if he could take the personal computers and monitors that residents leave at the Transfer Station. After a brief discussion it was decided that this would not be a good idea because of the potential problems with providing this material to a non licensed recycler after it had been accepted at the Transfer Station.

With no further business before the Board, at 8:39 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN'S MEETING
MINUTES
Wednesday, February 3, 2010**

The meeting was brought to order at 8:02 AM by Chairman Reagan at the Fire Station Meeting Room. Selectman Borthwick, Selectman Lewis and Town Administrator Michael Capone were also in attendance. Others present: Larry Brabant, Chief Bellion, Bob Scott, Police Chief Frank, Amy Thurber, Nelson Therriault, Bill Wilson and Vicki Mc Alister.

2010 Meeting Schedule

Michael mentioned that the Department meeting dates for 2010 would be 4/7, 6/2, 8/4, 10/6 and 12/1

2010 Budget vs. Actual

Michael provided those present with a copy of their expenses for 2010 as of the February 2, 2010 manifest.

Town Meeting Update

Michael informed those present that the Police Benevolent Association would be holding a candidates night on Saturday, February 27, 2010 at 6PM here in the Fire Station.

He also mentioned that the second session of Town Meeting would be held on Tuesday, March 9, 2010 from 8AM to 7PM. Voting would take place at the Fire Station as well.

Work Orders

The Board wanted to discuss the next steps in the work order process. They felt it was an important tool to being able to justify the purchase of replacement equipment. It was mentioned that Bob Scott now had a software program that would allow for computerized data entry of the work orders that until now had been processed manually. Michael offered to assist with the data entry for the work orders that had been done manually to date. Chairman Reagan asked Bob Scott and Larry Brabant to remain after the general portion of the meeting to discuss this in more detail.

Project Updates – River Road Bridge, Water/Sewer

Michael provided a brief update on the River Road bridge project, the well blending project and the Groundwater Discharge Capacity projects for those present.

Other business

Chief Frank asked about the status of the new cell plan. Michael mentioned that he had been discussing a “no contract” agreement with US Cellular which looked quite good.

Recently he was contacted by Verizon again with regard to another “no contract “plan that was less than what they had previously offered. Michael said he was hoping to review them in a week or so, but had to finish the Town report first.

Chief Frank mentioned that he had some pagers that were not being used and asked that anyone who had pagers they were not using turn them in so we could save some money.

Chief Frank also asked about the status of the cleaning contract. He had concerns with the crew that had come into the Police Department to clean. Michael mentioned that he had been advised by the LGC that our cleaning contractors needed to have proper insurance coverage to protect the Town. This would eliminate using uninsured cleaners. This new cleaning service was being evaluated to determine if they could provide cost effective service to the Town. At a minimum, we needed to evaluate the level of service and the cost for that service to determine if we should continue to use an insured service and absorb the extra cost, go back to the uninsured providers and take on the added risk or perhaps even consider doing the cleaning ourselves.

Chief Frank also asked the Board what their intention was with regard to the raise he had asked for in the amended budget should it be passed by the voters in March. Selectman Lewis said that he would not support the raise. Selectman Borthwick said he would not support it because it would set a precedent.

There was a general discussion with regard to funding increases in the coming years. Chief Bellion thought it would be helpful if the Board could make the departments aware of what the goal is for the next few years. Chairman Reagan mentioned that there were still open questions with regard to what the State might pass on to the Towns in the way of additional expense as they deal with their budget shortfalls and below average revenue receipts. There were already estimates that when the State begins work on the 2013/2014 budget they will be \$500 million dollars in the red. Michael noted that the New Hampshire Electric Coop had appealed their 2008 assessments throughout the State. If the appeal were to be upheld it would result in over \$80,000 a year in lost property tax revenue to the Town. Michael also mentioned that there may be legal action with regard to the downshifting of retirement contributions to the Towns. All of that coupled with the lingering national problems has the Board concerned about what to expect for at least the next two years.

Chief Frank asked about the requisition he had submitted for the traffic counter. Michael mentioned that it was on his desk, but had not been reviewed yet. Chief Frank mentioned that the grant period to receive half of the purchase cost for the counter runs from 3/1/10 to 7/1/10.

Chief Bellion asked if the Board was going to support fire assistance grants should he be successful in obtaining them. In particular, there was a discussion about a new generator for the fire, police and highway buildings and whether there should be one generator for all three buildings or separate generators for each one instead. The Board suggested that pricing be obtained for all options and reviewed before making a decision. Selectman

Borthwick mentioned that he was not opposed to getting grants for some of this equipment as long as there were no conditions imposed as part of the purchase.

With no other general items to discuss most of those present left the meeting. Road Agent, Bob Scott and Mechanic, Larry Brabant remained to discuss work orders. Chairman Reagan mentioned that we needed to look at ways to improve preventative maintenance. He suggested some sort of check list that could be reviewed and signed off on.

Selectman Borthwick thought we should set up a preventative maintenance plan. Selectman Lewis asked if the drivers were doing pre inspections. Bob Scott said that they were. Selectman Lewis asked if a daily drivers log could be used as a checklist and a document to provide Larry with some direction as to what needs to be taken care of on the trucks. The vehicle logs could be made available to all departments with vehicles and be used as the source document for repair orders. That way everyone would be accountable.

It was agreed that daily log books should be made available on all vehicles. Bob Scott said that he would check in to getting some books.

Selectman Borthwick asked Bob about the test use of manufactured sand mixed with salt on the West Canaan plow routes. Bob mentioned that the limited testing he did with the small amount of sand purchased seemed to be working fine, but that it should probably be looked at more.

Chief Bellion came back into the meeting room from his office and the Board asked him about vehicle maintenance records. Chief Bellion noted that the Department keeps vehicle logs. There was also a brief discussion with the Chief regarding new ordinances and the formula for billing Dorchester and Orange for their fire service.

With no further business before the Board, at 10:18 AM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Robert Reagan

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, FEBRUARY 9, 2010**

The meeting was brought to order at 7:00PM by Chairman Bob Reagan. Selectman Tim Lewis, Selectman Scott Borthwick and Town Administrator, Michael Capone, were also in attendance. Others present and those who joined the meeting in progress: Ellie Davis, Phil Salvail, Tom Guillette, Al Posnanski, John Dow, Matt Dow and Marcia Wilson. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of January 26, 2010 Meeting

Michael noted that there was one spelling correction to the draft minutes. The Board reviewed the revised minutes and voted the following: Selectman Borthwick moved and Selectman Lewis seconded the motion to accept the minutes of the January 26, 2010 meeting as revised. The Board voted 3-0 in favor of the motion.

Groundwater Discharge Study-Discussion with Wright-Pierce and Water System Operators

Neil Cheseldine and Gary Smith of Wright - Pierce were present to discuss their findings with regard to the Groundwater Discharge Study. Joe D'Amours of Water System Operators was also present. Neil provided a brief overview of the findings of the report. Investigation of the site concluded that a portion of the Rapid Infiltration Basins (RIBs) had been constructed over soils that were not conducive to good infiltration thereby limiting the capacity of the RIBs in their present configuration. Neil proposed a modification to the existing basins that would move the discharge out of the area containing the limiting soils and into an area that would provide for additional capacity at the site. Based on their preliminary calculations, it would appear that we could increase the capacity of the modified basins to accept up to 75,000 gallons of discharge per day. To increase capacity beyond that would require additional testing at the wastewater plant to determine in what other areas RIBs could be constructed to further increase capacity.

Neil and Gary then took questions from the Board and those present with regard to the study. There was some discussion with Joe D'Amours of Water System Operators regarding procedures at the plant and how they might be modified to help increase capacity. Neil did not feel that it was a procedural issue, but one of where else you could look on that site or in other areas to build other basins.

Selectman Lewis asked about constructing another basin south of the existing basins. He felt that since we owned all of the land around the plant we would also be able to develop the area around the plant with an eye toward increasing capacity beyond the 75,000 gallons. This would be a necessity since increasing capacity to 75,000 gallons would possibly not even meet pending demand.

The discussion continued with regard to whether the Town would be able to do the work necessary to modify the existing basins. Neil suggested a first step of completing a proposal to submit to NHDES to be certain they would sign off on increasing the discharge capacity to 75,000 gallons if the proposed alterations were made. Once they had the preliminary buy in from NHDES, a plan could be developed to reconfigure the basins. The Board agreed that was a prudent course of action. Chairman Reagan and the other Board members thanked Neil and Gary for their report and for attending the meeting.

March/April Meeting Schedule

Michael and the Board members discussed the dates for the March and April Board meetings. After a brief discussion it was decided that the meetings would be scheduled for March 16, March 30, April 13 and April 27.

Project Updates – River Road Bridge and Water/Sewer

Michael informed the Board that the bids for the River Road Bridge project were opened at the offices of H.E. Bergeron Engineers at 2PM on February 5th, 2010. In all, nine bids were submitted. The bids ranged from \$401,762.00 up to \$694,210.00. The apparent low bidder was Glen Builders of North Conway, New Hampshire with the aforementioned bid of \$401,762.00. H.E. Bergeron was going to review all of the bids for compliance prior to making a recommendation to the Board with regard to the contractor for the bridge construction. Michael noted that the deadline to have the project under contract was March 1, 2010.

Michael provided an update on the well blending project. Replenishing the filter sand was underway. The schedule was to run the system on one filter and replenish the sand in the two other filters first. After one of those filters was put back on line, the third filter would be replenished. Once that was completed, the piping to connect the well to the water plant could be finished and the additional baffle curtains could be installed.

Other Business

Michael informed the Board and those present that the BTLA mandated mediation session with the New Hampshire Electric Coop was scheduled for Friday, February 19, 2010 at 9AM in the New Hampton Town Offices.

Michael mentioned that the Police Benevolent Association is sponsoring a Candidates Night on Saturday, February 27 at 6PM. The event will be held at the Fire Station.

Michael informed the Board that he had an opportunity to follow up with Pat Mercer of Orange regarding the issue of the Canaan/Orange joint recycling project. Pat had found some information going back to 1989 and 1990 that indicated matching funds were to be raised by both communities to start this joint venture. At issue was the recent decision by the Board to switch to dual stream recycling at the Transfer Station. Apparently some residents in Orange were concerned that they were not consulted in the matter. No one present, could recall any such agreement and as of yet, Michael had not been able to find any reference to it in the Town reports from those years. Pat was going to forward the information she had regarding the matter to Michael. Al Posnanski suggested Michael contact Dexter Bucklin to see if he recalls any thing about this issue.

Al Posnanski asked if the Selectmen were continuing to pursue the matter of enacting ordinances in Town that would allow for the Police and Fire Departments to charge for certain services they provide. Selectman Borthwick mentioned that they had received a copy of Hanover's alarm ordinance from Chief Bellion and were reviewing it.

Selectman Lewis wanted to clarify that the comment he made at the February 3, 2010 Department meeting when asked by the Chief of Police if the Board was going to support the raise he had submitted at the deliberative session was his opinion and that he was not speaking for the entire Board.

Al Posnanski mentioned that the rolloffs being returned to the Transfer Station were not completely empty. It would appear that because of the cold weather some material was frozen inside the rolloffs and would not come out when they were emptied. Selectman Lewis said that he would look into the matter.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 8:56 PM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 by roll call vote to go into non public session to discuss a personnel matter and advice from legal counsel. At 10:26 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 10:26 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 10:27 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, FEBRUARY 23, 2010**

The meeting was called to order at 6:30 PM by Chairman Reagan. Present were Selectman Tim Lewis, Selectman Scott Borthwick, Town Administrator, Michael Capone, Police Chief, Sam Frank and part time Police Candidate, Michael Lavoie. Selectmen Borthwick made a motion to enter into executive session to discuss a personnel matter. The motion was seconded by Selectmen Lewis and voted 3-0 by a roll call vote. At 6:41 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote.

The public meeting continued at 7:00PM. Others present and those who joined the meeting in progress: Ellie Davis, Phil Salvail, Al Posnanski, Lola Baldwin, Dave Barney, Steve Ward and Marcia Wilson. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of February 3, 2010 Meeting

Selectman Lewis moved and Selectman Borthwick seconded the motion to accept the minutes of the February 3, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Minutes of February 9, 2010 Meeting

Selectman Lewis moved and Selectman Borthwick seconded the motion to accept the minutes of the February 9, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Discussion with Capital Improvements Program Committee (CIPC)

Members of the CIPC, Steve Ward, Planning Board Representative, Dave Barney, Budget Committee Representative and Lola Baldwin, Citizen's Representative were present for a preliminary discussion with the Board regarding the next round of the CIP. Both the Board and the CIPC had expressed interest in a joint discussion regarding the CIP. Selectman Lewis will be the Selectmen's Representative to the CIPC.

Selectman Lewis mentioned that he felt the roads should be the biggest priority for long term planning, but there needed to be some work done prior to considering their impact on the CIP. He suggested that the Road Agent develop procedures for road reconstruction and maintenance that could be put in place before trying to determine the funding that would be required for roads. The discussion continued among those present. The key issues were how to maintain continuity in the process and develop a standard for road maintenance. Michael offered to contact New Hampshire Department of Transportation to see what they had for suggestions.

Replacement of equipment was the next topic discussed. Selectman Borthwick mentioned that vehicles/equipment should not be replaced on a schedule, but should be replaced as required. The Board explained the work order process and the vehicle inspection program in place and how that can be used for justification. Steve Ward asked about changes to reserve funds for equipment and there was a discussion about how it might be possible to increase some of the funds next year by using the savings from debt service as we continue to pay down our debt. Chairman Reagan mentioned, and everyone present agreed that we do not need to buy new equipment.

Dave thought that a good CIP would help the budget committee as they prepare the budget. Selectman Borthwick noted that it should not be a wish list, but be supported by documentation. Justification is the key to the process.

There was also some discussion with regard to buildings. Chairman Reagan noted that we needed to keep records on buildings as well. The Board mentioned the work order process that Tom Guillette had implemented and how we need to improve on it moving forward. Steve asked about plans for new buildings. Selectman Lewis noted the issue was the same for buildings as it is for equipment. Any construction should be based on a need and not a want.

Selectman Borthwick asked Steve when the Committee plans to start work. Steve wanted to get started soon. Dave hoped to make the process more manageable. Selectman Borthwick again mentioned that the Departments needed to come to the CIPC with justification for whatever they were looking for.

The Board thanked the Committee for attending the meeting and their commitment to the CIP. Steve noted that he wanted to continue to receive input from the Board throughout the process.

Discussion of River Road Contract Recommendation

Michael mentioned that he had received the formal recommendation from H.E. Bergeron Engineers regarding the selection of Glen Builders to construct the River Road Bridge. The State had also reviewed the submission and found it to be in order. If the Board wanted to move forward with the recommendation, they would first have to vote to award the contract to Glen Builders.

Selectman Lewis made a motion to accept the Engineer's recommendation and award the contract to Glen Builders. The motion was seconded by Selectman Borthwick and voted 3-0 in favor by the Board.

Michael informed the Board that the only changes pending on the contract they had previously reviewed would be to include the specific insurance and bonding information he was expecting to receive from the Engineers on Wednesday. He suggested that the

Board authorize Chairman Reagan to sign the contract on behalf of the Board once the update materials were received.

Selectman Lewis made a motion to authorize Chairman Reagan to sign the contract on behalf of the Board. The motion was seconded by Selectman Borthwick and voted 3-0 in favor by the Board.

Project Updates – Water/Sewer

Michael mentioned that Keymont Construction was presently running the piping from the well into the water plant. Next week they plan to install the well pump so they will be ready to test it when they receive final approvals for the variable frequency drive that will be used to control the blending process. Selectman Lewis suggested that we flush all of the sewer lines once we have the system on line. Michael mentioned that he would check with Alan Hill to be certain that we do that in the spring once all of the work is done and the system is on line.

Selectman Borthwick mentioned that he thought it would be better if we got pricing from outside contractors for reconfiguring the rapid infiltration basins at the wastewater plant. He was concerned that if we had to move the basins further down slope it might pose a risk for a blow out on the side of the hill. After a brief discussion, Michael mentioned that he would contact Neil Cheseldine at Wright-Pierce to get some idea what would be needed in the way of engineering to prepare plans for bidding out the work versus doing it ourselves.

Other Business

Michael mentioned that the Police Benevolent Association is sponsoring a Candidate's Night on Saturday, February 27 at 6PM. The event will be held at the Fire Station.

Michael mentioned that voting for Town Meeting will be on March 9, 2010 from 8AM to 7PM. Since a Selectman should be at the polls and Selectman Lewis, who is a candidate, is not allowed inside the polling place, Selectman Borthwick and Chairman Reagan will have to split poll duties. Selectman Borthwick volunteered to cover the polls from 8AM to 1PM. Chairman Reagan will cover from 1PM to 7PM.

Michael also mentioned that the Budget Committee would be meeting at 7PM on the evening of March 4, 2010 in the Fire Station.

Michael noted that the Memorandum of Understanding (MOU) with the Friends of Canaan Street Bath House although approved, had not been signed. Selectman Borthwick made a motion to have Chairman Reagan sign the MOU on behalf of the Board. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Michael mentioned that he had reviewed the pertinent RSA's and discussed the petition from the residents of Follansbee Road to lower the speed limit on that road with NHMA and they had confirmed his original opinion that the speed limit could not be lowered below 25MPH for a road of that type in that location. Selectman Lewis made a motion to lower the speed limit on Follansbee Road to 25 MPH and have the Road Agent post a speed limit sign on the Road as soon as circumstances permit. The motion was seconded by Selectman Borthwick and voted 3-0 in favor by the Board.

The Board briefly reviewed a map detailing a possible land swap involving the Town property located on Route 4, Tax Map 17 lot 92.

Selectman Borthwick mentioned that there had been a purchase made by members of the Fire Department that had not been authorized by the Fire Chief or approved by the Board. He suggested that a memo be prepared for the Board to review that would provide clear direction with regard to the proper procedure to follow when purchasing items costing more than \$250.00. The Board agreed and instructed Michael to prepare a memo and include a statement that would require all material purchased without approved requisitions be returned or paid for out of pocket by the individual who purchase it.

Al Posnanski asked if the Selectmen had received any ordinances from the Police Department. Selectman Borthwick responded that they had not.

Ellie Davis asked if there was a date for the 2009 Audit. Michael informed her that the Auditors would be here during the week of March 15, 2010.

With no further business before the Board, at 8:46 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**NON-PUBLIC SESSION
CANAAN BOARD OF SELECTMEN'S MEETING
Tuesday, February 23, 2010**

Non-Public Session (RSA 91 – A.3-c)

The meeting was called to order at 6:30 PM by Chairman Reagan. Present were Selectman Tim Lewis, Selectman Scott Borthwick, Town Administrator, Michael Capone, Police Chief, Sam Frank and part time Police Candidate, Michael Lavoie. Selectmen Borthwick made a motion to enter into executive session to discuss a personnel matter. The motion was seconded by Selectmen Lewis and voted 3-0 by a roll call vote.

Chief Frank and Part Time Police Officer Candidate, Michael Lavoie met with the Board. Chief Frank presented a hiring recommendation for the Board's review and approval. The Board spoke with Officer Lavoie and after a brief discussion signed the request submitted by Chief Frank.

At 6:41 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote.

Robert Reagan

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MARCH 16, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present and those who joined the meeting in progress: Selectman Marcia Wilson, Selectman Scott Borthwick, Town Administrator, Michael Capone, John Bergeron, Cindy Neily, Shirley Packard, Donna Dunkerton, Ellie Davis, Cary Davis, Phil Salvail and Al Posnanski. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Election of Chair

Selectman Borthwick placed Chairman Reagan's name in nomination for the position of Chair. Selectman Wilson seconded the nomination. With no other nominations on the floor, Selectman Borthwick made a motion to elect Chairman Reagan as Chair for another year. The motion was seconded by Selectman Wilson and voted 2-0 by the Board with Chairman Reagan abstaining.

Minutes of February 23, 2010 Meeting

After reviewing the minutes, Selectman Borthwick moved and Selectman Wilson seconded the motion to accept the minutes of the February 23, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Board/Committee Assignments

The Board discussed committee assignments and agreed to the following:

Chairman Reagan – Capital Improvements Program Committee, Cemetery Trustees, Library Trustees, Trustee of Trust Funds and Water Source Protection Committee

Selectman Borthwick – Budget Committee, Historic District Commission, Meeting House Committee

Selectman Wilson – Conservation Commission, Planning Board, Recreation Committee

Discussion of Grants with Canaan Historical Society

John Bergeron was present representing the Canaan Historical Society. The Society is submitting two grant applications and is soliciting support from the Board for the projects. The first is an application to the NH Charitable Foundation to fund a feasibility study to examine the Town Museum's structural and weight bearing capabilities for use of the second floor, determine modifications required to meet ADA requirements, fire and other codes as they apply to historic buildings and plans for changes to the interior architecture. The amount of the grant would be \$5,000 with an additional \$5,000 to come from in kind services

The second grant is through the Conservation License Plate Grant program to fund the painting of the exterior of the museum building. The amount of this grant would be Ten Thousand Dollars. John explained that there are no matching fund requirements and no money to be raised for these projects. There are also no future obligations or future restrictions tied to these grants.

Chairman Reagan provided those present with a history of the building and discussed the fact that it is a Town building so any and all actions that dealt with renovations or the use of the building were to be under the direction of the Board of Selectmen. All funds used for the project were to be under the control of the Board of Selectmen.

Selectman Borthwick asked if the projects would go out to bid and John replied that they would. Selectman Borthwick said that he had no problem supporting the grants and inquired as to the status of the draft Memorandum of Understanding (MOU) drawn up between the Historical Society and the Town with regard to the Museum Building that had been presented at a previous meeting.

Michael mentioned that a draft MOU had been submitted at a previous Board meeting by Representative Chuck Townsend. After review by the Board, Michael had contacted Representative Townsend to discuss proposed changes to the draft submitted by the Board. Representative Townsend said that he planned to stop in to discuss the revisions, but had not done so as of this time.

Selectman Borthwick made a motion to authorize Chairman Reagan to sign the Fiscal Sponsorship Agreement with the NH Charitable Foundation for the feasibility study on behalf of the Board. Selectman Wilson seconded the motion and the Board voted 3-0 in favor.

Selectman Borthwick made a motion to have Michael sign the Conservation License Plate Grant application on behalf of the Board. Selectman Wilson seconded the motion and the Board voted 3-0 in favor.

John Bergeron asked if the Board would sign a letter of support for the Conservation License Plate Grant as well. Michael responded that he was going to rework the draft letter, have the Board sign it and include it with the application.

John thanked the Board for their time and support.

Review of Submitted list of 2010 Fire Department Officers

The Board reviewed a list of Fire Department Officers that had been submitted from the Volunteer Fire Department. These officers had been voted in at their annual meeting on March 7, 2010. The officers are: Chief Bill Bellion, Assistant Chief George Lazarus, Deputy Chief John Hennessy, Captain Shawn LaBelle, Captain Chuck Conrad, Captain Jim McAlister, Lieutenant Jim Wilson, Lieutenant Jim Rancore and Lieutenant Dan Quimby. Pursuant to a previous Warrant Article vote that established the framework under which our Volunteer Fire Department will operate, the Board of Selectmen must review and approve the list of Officers. Selectman Borthwick made a motion to approve the list as submitted. The motion was seconded by Selectman Wilson and voted 3-0 by the Board

Budget vs. Actual

Michael reviewed the Budget vs. Actual report with the Board and those present. He noted that 11 weeks into the new budget year the overall budget balance should be at 79% which it was. Michael explained that some of the budget items were not spent on a weekly basis so you would see items in the budget that appear to be overspent at this time, but were actually items that were either paid in installments or were paid at the beginning of the year. Among the examples he cited were some of the maintenance contracts we had with various software providers that were paid at the beginning of the year.

Michael took questions from the Board and those present with regard to specific budget lines. He noted that the Budget vs. Actual report was updated weekly and posted at the Library, the Town Office and on the Town website.

Al Posnanski asked about revenues to offset some of the expenses incurred at the Transfer station. Michael commented that he would bring revenue reports to future meetings and make them available so that everyone could see where the revenue offsets occurred.

Project Updates – Water/Sewer, River Road Bridge

Michael provided an update on the Well Blending project. He detailed the work that had been completed to date and anticipated that the installation of all equipment at the water plant would be complete by the second week in May.

Michael mentioned that Wright-Pierce was finalizing the Groundwater Discharge Study report to be submitted to NHDES. The report would ask for an additional capacity of 25,000 gallons per day contingent upon completion of the improvements suggested in their study. Michael noted that Wright-Pierce had informed him that additional work would be required if the Board wanted to have plans prepared that could be used to solicit bids from outside contractors for the improvements to the plant instead of doing the work ourselves.

Michael informed the Board that a Pre-Construction meeting for the River Road Bridge project was scheduled for March 22, 2010 at 2PM in the Town Office conference room. Representative from HE Bergeron Engineers, the NH Department of Transportation, Glen Builders, the project contractor, and the Town of Canaan would be present to discuss the project and review reporting procedures. The scheduled start date for the project is May 10, 2010, but there has been some discussion with regard to starting sooner if the weather and road conditions allow.

Michael also provided an update for the street light removal project with National Grid. He noted that the 12 fixtures for which we had been paying that were no longer in place had been removed from the monthly bill in December. He also noted that a credit for \$321.52 had been issued for past billings on those fixtures. National Grid had yet to supply him with a final number to remove the requested fixtures per the review the Board had conducted. Michael mentioned that he had sent another email to National Grid requesting this information as well as an explanation for why the rates for the fixtures fluctuate monthly, but had not received a response yet.

Other Business

Cindy Neily was present representing the Library Trustees. She informed the Board that there was some asbestos in the second floor projection room that needed to be removed. An estimate of Five Thousand Dollars to complete the removal has been obtained from a qualified contractor. Cindy asked the Board if they would pay Two Thousand Five Hundred Dollars toward the removal costs. After a brief discussion, Selectman Borthwick made a motion to provide Two Thousand Five Hundred Dollars from the Government Buildings Repairs and Maintenance account to help pay for the asbestos removal. The motion was seconded by Selectman Wilson and voted 3-0 in favor by the Board.

Michael mentioned that the Auditors were in and hoped to complete the 2009 audit this week. They will be submitting a draft report for review by the Board within four weeks of completing the audit. They will also prepare a copy of the Town Financial Report (MS-5) for the Town to submit to the State.

Michael mentioned that the full election results were available on the website and at the Town Office and the Library.

Michael also informed the Board that the five post election reports to be submitted to the Department of Revenue Administration were complete and would be sent out this week.

Al Posnanski asked if any work had been done on the draft ordinances submitted by the Fire Department. Michael responded that he had not revised them yet, but hoped to get to it in the next few weeks.

Al Posnanski asked if the Selectmen had received any ordinances from the Police Department. Michael responded that they had not.

Chairman Reagan welcomed Selectman Wilson to the Board. Selectman Wilson thanked all of the residents who had voted for her.

With no further business before the Board, at 8:37 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MARCH 30, 2010**

The meeting was called to order at 6:30 PM by Chairman Reagan. Others present and those who joined the meeting in progress: Selectman Marcia Wilson, Selectman Scott Borthwick, Town Administrator, Michael Capone, Road Agent, Bob Scott, Police Chief ,Sam Frank, Ellie Davis, Phil Salvail, Al Posnanski, Tom Guillette, Tom Hudgens, Jim Rancore and Matt Wilson. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of March 16, 2010 Meeting

After reviewing the minutes, Selectman Borthwick moved and Selectman Wilson seconded the motion to accept the minutes of the March 16, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Discussion with Road Agent-Summer Schedule/Vehicle Maintenance

Road Agent, Bob Scott was present to discuss a few items with the Board. Chairman Reagan complimented the Road Agent on the excellent preventative maintenance job he had done on the ten wheel dump truck. Chairman Reagan asked if the Road Agent had plans to continue the preventative maintenance program and go through all of the Highway vehicles over the summer months. Bob mentioned that he planned to sandblast and repaint some of the rusted areas on the trucks during April. He also planned to replace the steel fuel tanks on the vehicles as they wear out with aluminum tanks because they will last longer.

Chairman Reagan asked Bob if his plans included work on the grader, backhoe and loader as well. Bob explained that the backhoe was wearing out and that he would need to replace a piston on the loader.

Chairman Reagan asked Bob if he thought it would be helpful for the Town to purchase a used paver in order to allow us the opportunity to do some of our own street paving to perhaps save the Town some money and give us more flexibility with regard to scheduling. Bob expressed his initial concern that he did not have a big enough crew to do paving projects. He also noted that the Town of Hanover had attempted to do some of their own paving and had found it to be more cost effective to hire it out.

The Road Agent also distributed a sample work order report that he had generated from the new computerized work order system he had started using in January. The Board discussed the report and thanked Bob for getting the system on line. Michael asked if Bob had looked at other ways to sort on the data to prepare different types of reports. Bob mentioned that he had not had time to do that yet and Michael offered to come over to the Highway garage and help look into how to do that. Michael also mentioned that he wanted to come by and input the data from the older work orders on the system so all of the records would be in one place. Selectmen Wilson asked if there was a date when that could be scheduled to be certain that the task was accomplished. Michael noted that he would get in touch with the Road Agent later in the week and schedule a time to complete that task.

Michael asked the Road Agent if he had seen the email that Michael had forwarded from NHDOT regarding their concerns with the Road Agent's idea to eliminate the slip ramp from the area near Canaan Hardware. Bob had not seen the email yet so while there was a brief conversation regarding this with topic there was nothing actionable at this time.

Chairman Reagan and the Board thanked Bob for coming and Bob then left the meeting.

Chief Frank

Police Chief, Sam Frank was present to discuss three topics with the Board. He asked the Board about the status of the highway safety grant he had submitted for the Board's review and approval. He noted that sending in the paperwork did not commit the Town to any thing, but would allow for the reimbursement of 50% of the cost of the Radar Recorder package should the grant request be accepted by the State and the purchase of the radar package approved by the Board. Michael noted that the grant period was open until July 31, 2010. Selectmen Wilson stated that she was fine with moving ahead with the grant paperwork. Chairman Reagan informed the Chief that the Board would get back to him when they all had reviewed the grant paperwork.

Chief Frank also wanted to discuss the purchase of the new police cruiser. He noted that both Michael and Selectmen Borthwick had expressed concern that the cruiser had been ordered prior to the Budget being approved by the voters. The Chief noted that cruisers were always placed on order when money was put in the budget and that is why he had ordered the cruiser. He stated that the Town was not obligated to buy the vehicle but it needed to be ordered so it would be available after the budget was approved.

Selectmen Borthwick expressed his concern with the cruiser being ordered prior to the budget being approved. He stated that even if there was a lead time for the vehicles, they could still be ordered after the budget was approved by the voters and the purchase requisition had been approved by the Board. Based on what he had seen from the work orders, he was not entirely convinced that the 2005 Crown Victoria needed to be replaced.

Chief Frank expressed his concern with the process. He felt that the decision to purchase the vehicle should be made before the money was placed in the budget and that should be sufficient to justify placing the vehicle on order.

There was a brief discussion with regard to the need for replacing the cruiser. The Chief mentioned some issues with the vehicle that were of concern to him. The Board noted that many of these items had not been reported and they needed to be able to justify the expenditure to the voters.

The Chief commented that the Board was not allowing him to do his job. He had asked Board members to come over to his department to see what they do and they do not come over. He commented that they do not know what the Police Department does. He feels the Board is micromanaging his department.

Selectmen Borthwick commented that the Board has to answer to the taxpayers and that the departments need to justify capital purchases. He felt that there should be additional information provided by the Mechanic on the overall condition of this vehicle. Chairman Reagan added that this is also about cash flow and we need to be certain we justify every expenditure to the taxpayers.

Chief Frank told the Board that he would get additional information from the Mechanic and submit it to the Board, hopefully by Wednesday.

Chief Frank asked the Board about the raise he had submitted for himself. He wanted to know if the Board was going to approve his raise now that the budget had been approved. Chairman Reagan expressed his concern about having a raise submitted in this manner. He felt it would set a dangerous precedent in which any department head could submit raises for themselves as part of the overall budget and not subject it to stand on its' own merit. Selectmen Borthwick agreed that it would set a dangerous precedent.

Chief Frank responded that he did not need to hear from Selectman Wilson because her vote did not matter. At that point Chief Frank informed the Board that he had been in contact with an Attorney and would be pursuing legal action against the Town. Chief Frank continued on in an effort to explain his position mentioning RSA 105 and referring to a court case involving a Sheriff. He also informed the Board that they could contact him if they wanted to discuss the matter further.

Chairman Reagan commented that since it was now a legal matter, there would be no further comment from the Board. At that point Chief Frank left the meeting.

Transfer Station Update/Discussion

Michael noted that it had been three months since the changes had been implemented at the Transfer Station. He thought it would be an appropriate time to review operations and staffing. As an example he noted, that there had been two instances recently when the Transfer Station had closed when it did not have to. There was a discussion with regard to those events which served to point out the need for some written guidelines to eliminate any confusion on that issue.

He thought it would be helpful to get input from the Recycling Committee and the employees as well as from the Board members with regard to putting together a series of directives for operating the Transfer Station. It would help to set expectations and better define the roles of the employees.

Al Posnanski commented that the Board was now in charge and they need to set up procedures that need to be followed. Then, if the procedures were not followed, changes could be made.

Those present agreed that this matter needed to be pursued. Michael mentioned that he would check at the Transfer Station to see what was already in place and then provide some draft material for review.

Budget vs. Actual

Michael reviewed the Budget vs. Actual report with the Board and those present. He noted that 12 weeks into the new budget year the overall budget balance should be at 75% and it was at 77%. Michael commented on some adjustments that had been made to the report to correctly state expenditures against their appropriate budget lines. He also noted that so far, the Welfare budget which was an area of concern last year, was holding up.

Michael also mentioned that he would provide a revenue report for the next meeting that would include a comparison of 2010 revenues vs. projections as well as a 2010 year to date comparison to the same period in 2009.

Project Updates – Water/Sewer, River Road Bridge

Michael mentioned that the electrical contractor had been up at the Water Plant preparing the wiring for the remainder of the equipment to be installed. Things were still on schedule to have all of the work completed by the middle of May.

Michael planned to contact Wright-Pierce to see if they had submitted their final Groundwater Discharge Study report to NHDES.

Michael informed the Board that the Pre-Construction meeting for the River Road Bridge project took place as scheduled on March 22, 2010. Representatives from H.E. Bergeron Engineers, the NH Department of Transportation, Glen Builders, the project contractor, and the Town of Canaan were present to review reporting requirements and discuss scheduling. Glen Builders indicated that they would like to start work on May 4 which would be slightly ahead of schedule. They planned to coordinate their work schedule with the Road Agent and perhaps start even sooner if the roads were okay.

Michael mentioned that he had also been in touch with National Grid again to try to get some clarification regarding removal costs for the street lights the Board wanted removed. There was still no update from them, but he will continue to press them for an answer. Selectmen Borthwick mentioned that there was a damaged streetlight that had been replaced by National Grid, but was still sitting by the side of the Road up on Grafton Turnpike. Michael said that he would contact National Grid as to the status of removing the damaged fixture.

Michael also informed the Board that hopefully within the next two weeks he would start on the Water Audit, which is part of the Water/Sewer rate adjustment project the Board would like to do.

Other Business

Michael mentioned that he had received correspondence from the Grafton County Senior Citizens Council, Inc. (GCSSC) requesting payment of the money voted on the warrant article at Town meeting. The Board discussed a payment plan for this and the other warrant articles approved for funding charitable organizations. Michael explained that in previous years funding for these organizations and the reserve funds had been paid out later in the year after the second tax billing. This was done to even out cash flow and decrease the chances of having to borrow money. Michael suggested that the funds for the charitable organizations could be paid out in September. A capital reserve fund could then be paid out in each of the last three months. The Board agreed that this would be an acceptable payment program and instructed Michael to write a letter to each of the organizations explaining when the payments would be made.

The Board also reviewed requests from the Canaan Street Lake Association (CSLA) and the Goose Pond Lake Association (GPLA) requesting payment of the budgeted funds in time to help defray the costs of the Lake Host program. After a short discussion, Selectmen Borthwick made a motion to pay the CSLA funds out in April and GPLA funds out in May. The motion was seconded by Selectmen Wilson and voted 3-0 by the Board.

Michael mentioned to the Board that he had been contacted by Jon Franz from Dorchester asking if the Board would want to attend a meeting sometime in the next month to discuss potential changes to State Education Aid. Jon planned to have State Representatives attend a Dorchester Selectmen's meeting to discuss changes to the funding formula that would impact the amount of money Towns receive. Michael will place information in the Selectmen's basket for their review.

Michael informed the Board and those present that the 2010 Water Quality report would be mailed out to users next week. In addition, it is posted in the Library, at the Town Office and the Post Office. Michael also mentioned that he will post it on the website soon.

Michael informed the Board that he had received correspondence from the SAU regarding their scheduling of the 2011 School District Deliberative Session on Saturday, February 5, 2011 at the Indian River School at 9AM. Michael noted that Saturday, January 29, 2011 would be a day that the Town could conduct their Deliberative session. Selectmen Borthwick made a motion that the Town hold their deliberative session on Saturday, January 29, 2011 beginning at 9AM in the Canaan Elementary School Gymnasium. The motion was seconded by Selectmen Wilson and voted 3-0 by the Board. Michael will contact the school and reserve the space for the meeting.

Michael mentioned that he had checked with NHDES regarding computer disposal rules. A gentleman from Grafton had asked if he could take the computer towers from the Transfer Station and recycle them. The Board had wanted to better understand if there were any regulations regarding this that needed to be followed. NHDES had informed Michael that there were no regulations regarding computer towers, only monitors. The Board took the matter under advisement.

Michael mentioned that Steve Ward from the Capital Improvements Program Committee would be present at the Department meeting on Wednesday, April 7, 2009 at 8AM. Selectmen Borthwick had suggested that Steve attend a Department meeting to involve them in the discussion with regard to plans to restart the CIP.

Tom Guillette mentioned that there will be an asbestos abatement procedure undertaken in the second floor projection room in the Library from April 4 thru April 6 so the Library will be closed.

Selectmen Borthwick asked Tom how the repairs to the Library stairs were holding up. Tom mentioned that the repairs were holding up well and there appeared to be no problems with the stairs at this time.

Chairman Reagan asked if we should look into getting community service workers to scrape and paint sections of the Town Hall that have paint peeling. Michael will look into it.

Selectmen Borthwick asked about the bid process for replacement of the boiler at the Wastewater Treatment plant. Tom mentioned that he would be contacting vendors shortly and asking for bids to replace the system and to quote on both oil and propane as options.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 8:35 PM Selectman Borthwick moved and Selectmen Wilson seconded a motion to enter into non public session to discuss advice from legal counsel. The Board voted 3-0 by roll call vote to go into non public session.

At 9:58 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:58 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:59 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN'S MEETING
MINUTES
Wednesday, April 7, 2010**

The meeting was brought to order at 8:01 AM by Chairman Reagan at the Fire Station Meeting Room. Selectmen Borthwick, Selectmen Wilson and Town Administrator Michael Capone were also in attendance. Others present: Town Mechanic -Larry Brabant, Road Agent - Bob Scott, Police Chief Sam Frank, Human Services Director - Nelson Therriault, Building Inspector/Health Officer - Bill Wilson, Town Clerk/Tax Collector-Vicki Mc Alister, Cemetery Sexton-Dave Heath and Steve Ward.

Steve Ward CIPC-Discussion of CIP for 2010

Planning Board Representative Steve Ward was present to discuss plans for the Capital Improvement Program (CIP) in 2010. Members of his committee had met with the Selectmen to discuss the CIP and it was suggested by Selectmen Borthwick that Steve attend the department meeting to continue the discussion and involve the departments in the process. Steve commented that he wanted to meet with the department heads because he was aware of their concerns and frustration with the process in previous years. The CIP committee wanted to try a different approach this time to make it a more productive exercise for all involved. Steve wanted to get some initial impressions from those present today.

Selectmen Borthwick commented that the recent documentation received from the Police Department and the Town Mechanic as justification for replacing the 2005 Crown Victoria Police Cruiser was exactly what the Board had been looking for. The report had input from a number of sources and provided an overall evaluation of the future repair needs as well as a history of past repairs.

Chairman Reagan agreed and noted that it is exactly what the Board needs to take to the voters to justify purchase of new equipment.

Steve commented that one of the goals of the CIPC would be to look at the average lifespan of the various pieces of equipment and build adequate capital reserves to meet anticipated replacement dates.

Selectmen Borthwick noted that in the case of the Highway Department it would not be feasible to replace all of the equipment at once so priorities would have to be set. He felt that we needed to have more realistic numbers in the reserve funds.

Chief Frank commented that we needed to figure out how to fund the purchases.

Vicky asked about how we would set priorities.

Chairman Reagan commented that we have made progress in the last year with regard to work orders taking them from a manual system to now having them computerized. This would help with setting priorities by making it easier to determine when equipment really should be replaced.

Chief Frank asked if you could use surplus funds from the budget to purchase equipment. Selectmen Borthwick commented that those funds could be used, but if an equipment purchase had been voted against in a warrant article from Town Meeting the item could not be purchased.

Michael noted that we could use funds from the unreserved fund balance to purchase equipment as long as the Warrant Articles stated that the funding would come from there.

Chairman Reagan commented that we needed to find ways to extend the life of our equipment while we built up reserve funds. This may involve purchasing used vehicles and gradually moving up to new ones.

Michael commented that he and Bob Scott had estimated that it would cost 1.5million dollars to replace all eight trucks, the loader, the backhoe and the grader for the Highway Department.

Larry cautioned that we should not get into a situation where too much equipment would need to be replaced at one time.

Selectmen Borthwick noted that a written justification would need to be prepared for each vehicle, but that alone would not be sufficient grounds to purchase the equipment. It would have to be prioritized among the other needs for any given year.

Chief Frank wanted to know why the surplus funds from last year were not used to buy new equipment.

Chairman Reagan noted that we still have some tough economic times ahead of us and we need to control spending. Selectmen Borthwick added that the Board was also trying to pay down some of the Town's debt.

Bob Scott asked why the Board did not put the money we are saving from making our own gravel back into the budget.

Chairman Reagan again commented that we are still in difficult economic times and we need to limit what we spend. Hopefully if we can pay down our debt, we can use that money in future budgets to fund the purchase of vehicles and avoid interest costs altogether.

Steve commented that he thought the CIP could help to address the issues discussed this morning. He hoped to get the committee going in the next few months.

Steve thanked the Board and those present for their input.

Chairman Reagan thanked Steve for attending.

Work Orders

Selectmen Borthwick mentioned that the Board would like to also use work orders to track building repairs. Michael noted that for the most part, Tom was logging in and tracking his own work orders. Chief Frank asked how department heads could keep track of work orders. Michael commented that Tom could provide reports for each department so they would have status of any open work orders.

Budget vs. Actual

Michael provided those present with the latest Budget vs. Actual report. He mentioned to those present that if anyone not receiving updates from Gloria needed them, to let him know and he would be sure to get them the information. He then provided a quick update with regard to expenditures. Nelson noted that the number of requests he was receiving for assistance were down from this point last year.

Other business

Michael informed those present that there was a warrant article passed in 1925 to keep the Soldier's monument and the three roadways around it in place for the next 99 years. This would prevent the Road Agent from doing anything to the slip ramp until 2024 unless voters rescind the Warrant Article at a Town Meeting.

Michael mentioned that the Road Agent had received a quote of \$30,720 to install a precast concrete open bottom arch bridge as a replacement structure for the worn culverts on Back Bay Road. Bob Scott noted that Cardigan Mountain School had agreed to provide guardrails for the new structure if the Town installs it.

Michael informed those present that some of the costs the Town incurred during the storms of February 26 and 27 would be eligible for reimbursement under a FEMA declaration. Bob Scott was going to attend a meeting in Plymouth on April 8 to get more information.

Michael mentioned that the Health and Safety Committee was in need of new members and asked the department heads to consider if they could have one of their employees participate.

Larry asked if the Board would look at Engine 2 with him so he could show them the paint oxidation problems on the vehicle. He would like to generate a requisition to have the oxidation taken care of and the body repainted.

Bob Scott asked if the Board would consider lowering the speed limit on all dirt roads in Town to 25MPH. He felt it would save wear and tear on the roads. The Board said they would take it under advisement.

Michael mentioned that he had been contacted by a resident in the Lovejoy Brook Road area regarding closing off the discontinued portion of the Road. In researching the request, Michael was unable to sort out exactly what part of the Road had been discontinued. There was a brief discussion among those present with regard to meeting at the site and reviewing available maps and documentation in an effort to figure out what could be done in the area.

Chief Frank inquired about the status of the requisition for the Police Cruiser. He explained that he had to order it in December to be sure that it would be available.

Selectmen Borthwick commented that we need to examine this process and be sure that everyone is in the loop on this going forward to avoid any confusion with future purchases.

There was a discussion with regard to delaying the purchase of the cruiser until June for cash flow purposes. Chief Frank said that he would speak with the dealer to see if the Police Department could take delivery of the cruiser in May and pay for it in June.

Selectmen Borthwick asked if, given the number of dirt roads in Town, we would be better off if we had more SUV's in the fleet than cruisers.

Chief Frank commented that cruisers were less expensive and easier to operate and maintain. He also noted that in 2011 Ford would be going to an all wheel drive Taurus platform for their cruisers.

Larry added that the SUV's were not good for pursuit.

Chairman Reagan asked about potential solutions for the traffic congestion by the elementary school when students were getting picked up by parents after school. He thought that the school district could speak with the church to make part of their parking lot available.

Chief Frank noted that it was difficult to keep up with parking issues. He mentioned a similar problem at the Meeting House during the summer. He thought that a parking ordinance might help the situation.

Selectmen Borthwick noted that the Board was planning to speak with Chief Bellion at their meeting on April 13 to review and discuss a sample ordinance he had submitted. It was suggested that perhaps the Chief should join the discussion.

At the point everyone but Larry left the meeting. Larry took the Board next door into the Fire Department apparatus bay to look at the paint issues with Engine 2. The Board went over the vehicle with Larry and then he left the meeting.

With no further business before the Board, at 9:39 AM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Borthwick and voted 3-0 in favor by the Board.

Robert Reagan

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, APRIL 13, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Shirley Packard, Ellie Davis, Phil Salvail, Al Posnanski, Larry Brabant, Elwin Neily, Chief Bellion and Chief Frank. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of March 30, 2010 Meeting

After reviewing the minutes, Selectman Borthwick moved and Selectman Wilson seconded the motion to accept the minutes of the March 30, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Discussion of Fire and Police Ordinances

Fire Chief Bill Bellion and Police Chief Sam Frank were present to discuss ordinances with the Board. Chief Bellion had submitted a copy of an alarm ordinance enacted by the Town of Hanover that contained information with regard to charges assessed for nuisance and false alarms. This has been an area of concern for both the Police and Fire departments

Chief Bellion mentioned that last year his department responded to 44 alarm calls. In many instances the alarms required a legitimate response, but there were other times when the call was caused by careless behavior. As an example he cited an instance where the department had to respond to an alarm set off by burning popcorn in a dorm room.

Chairman Reagan asked the Chief if he felt the ordinance would work.

Chief Bellion replied that he would want to review and modify some parts of it.

Chief Frank and Chief Bellion explained how the private alarm process works and the process for notifying departments. Al Posnanski asked if we were obligated to respond. Chief Frank noted that a failure to respond might constitute a liability to the Town.

Selectmen Borthwick asked about the penalties charged for responding to false alarms. He liked the fact that the fees increase with each unnecessary call out.

Chief Bellion noted that it costs him about \$100 dollars in manpower to respond to an alarm. Chief Frank noted similar costs because of the two hour call out minimum after hours.

Selectmen Wilson asked about the number of nuisance alarm calls received by the Police Department each year.

Chief Frank noted that they receive about fifty nuisance calls a year.

Chairman Reagan asked if Chief Frank and Chief Bellion thought the fee structure in the Hanover ordinance would be sufficient. Chief Frank answered yes, but commented that the final decision should be up to the Board.

Chairman Reagan asked Chief Bellion if he could review the ordinance and submit a draft copy for review. Chief Bellion noted that he would get together with Chief Frank and work on a draft.

Chief Frank also submitted a draft "complaint" form for consideration. He thought the form could be used for local ordinance violations. There was some discussion about the type of information to be included on the form and the process for collecting penalties for violations. Chief Frank had also obtained some estimates for printing a three part carbonless form. He noted it would cost about \$250 to \$275 per thousand.

The discussion continued with regard to other ordinances the Chiefs would like to consider. Chief Bellion would like to explore a year round burn permit to eliminate the confusion regarding burning without permits when there is snow on the ground. He also wanted to consider regulations for heating systems.

Chief Frank wanted to look at a Beach Ordinance, a Parking Ordinance and a Road Load Limit ordinance among others.

There was a brief discussion with regard to other ordinances to consider.

Selectmen Borthwick asked about the inspections fees that Chief Bellion had submitted. Chief Bellion commented that we need to look at charging for other reports and inspections.

Chairman Reagan asked if we should begin the process by reviewing the Alarm Ordinance. Michael suggested that starting with the one ordinance would be more efficient. It would allow time to consider the "Complaint" form as well.

There was also discussion about reviewing the existing ordinances to see if they need to be updated. Michael noted that the ordinance book he has in his office needs to be reviewed and updated. He thought this could be done concurrently with the review of the alarm ordinance and the complaint form.

Before leaving the meeting Chief Bellion submitted a requisition for some bodywork and painting to be done on Engine 2. Chief Frank submitted the paperwork for a Summer DWI patrol grant for the Board's review.

Chairman Reagan thanked Chief Bellion and Chief Frank for attending the meeting.

Budget vs. Actual & Revenues

Michael reviewed the Budget vs. Actual report with the Board and those present. He noted that 15 weeks into the new budget year the overall budget balance should be at 71%. Presently, it is just over 72%.

Michael also had prepared and distributed a report that showed revenues for the first three months of 2010 and compared them with the same period in 2009. Michael took questions from the Board and those present with regard to both reports.

May/June Meeting Schedule for the Board

Michael proposed meeting dates for May and June. The dates would be May 11, May 25, June 8 and June 22. The Board agreed with those suggested dates. Michael will post the schedule on the website and at the Town Office, the Library and the Post Office.

Groundwater Discharge Permit Application

Wright-Pierce had prepared a new Groundwater Discharge Permit Application to be submitted to NHDES for the groundwater expansion. The Board had previously reviewed the document. Selectmen Borthwick made a motion to proceed with the submission of the document and authorize Chairman Reagan to sign it on behalf of the Board. Selectmen Wilson seconded the motion and the Board voted 3-0 in favor.

Project Updates – Water/Sewer, River Road Bridge

Michael provided an update for the Board on that afternoon's status report meeting for the well blending project. The baffle curtains will be installed on Thursday, April 15. The installation will take one day, so for that time the Town will be running on water from the storage tank.

There will be a delay of about four weeks before the variable frequency drive would be available. This would most likely push back testing and implementation of blending until the middle of June.

Michael did not have any further information regarding the light project. Selectmen Borthwick mentioned that a Town in Colorado had developed an "adopt a street light" programs for residents who wanted to keep lights on near their properties.

Michael mentioned that the road posting would be removed on Thursday, April 15 so he was going to notify H.E. Bergeron Engineers of that fact in case the bridge contractor wanted to begin working before May 1st.

Other Business

Michael informed the Board and those present that he had contacted the Northeast Resource Recovery Association (NRRA) with regard to updating some of the signs at the Transfer Station to allow for better direction with regard to recyclables. He also mentioned that he had sent a memo to all Transfer Station personnel outlining the very limited circumstances under which the Transfer Station should close.

Michael mentioned that the payment to the Canaan Street Lake Association had been made. The Goose Pond Lake Association payment would go out in May. He had also contacted the five charitable organizations that would receive funding through warrant articles to inform them that their payments would go out in September pending changes to cash flow or other budgetary demands.

Michael informed the Board that the 2010 Water Quality notices had gone out with the water bills. Copies of the report were also posted at the Library, the Post Office and the Town Office. He also plans to post a copy on the Town website.

Michael informed the Board that there was an update to the State Education Funding bill in their box for review. The Dorchester Selectmen might be changing their meeting date to discuss the issue with State Representatives from May 13 to April 22.

Michael also informed the Board that they will have to reconsider their vote from the previous meeting to conduct the First Session of the 2011 Town Meeting in January. The information Michael received from the Municipal Association regarding possible meeting dates was incorrect. Michael apologized to the Board for the confusion and suggested they consider what date they would like to hold the first session and vote on it at a future meeting.

Michael presented the Board with a request from the Friends of Canaan Village, Inc. regarding the use of the Common for the Farmer's Market in the upcoming summer season. The Common will be used on Sundays between 10AM and 1PM beginning on May 30 and ending on October 10, 2010. The common will not be used on August 8 during Canaan Old Home Days. The Board had no objections to granting permission for use of the common and asked Michael to inform the Friends.

Al Posnanski mentioned that the 4-H club will be doing roadside cleanup on May 15, 2010. He is going to ask the Road Agent if the Highway Department can supply a truck to pick up the trash they collect.

Ellie Davis asked if the Town now had a Recreation Director and if it was a paid position? She had seen reference to the position in the paper. Michael noted that the Board had appointed five residents to the Recreation Commission and that there was no paid Recreation Director position.

With no further business before the Board, at 8:40 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**DRAFT
CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, APRIL 27, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Ellie Davis, Phil Salvail, Al Posnanski, Elwin Neily, Tom Guillette, Pat Danielson, John Carr, Cindy Neily, Carolyn Barney, Dave Barney, Barbara Bickel, Rachel Ruppel, Laura Weit, Bill Chabot, Nate Deleault, Jon Lounder, John Bergeron and Joe Frazier. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of April 7, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the April 7, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Minutes of April 13, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the April 13, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Mascoma River Nominating Committee

Bill Chabot, Co-Chair of the Canaan Conservation Commission was present to introduce the topic and the other presenters. The Mascoma River nominating committee is seeking support for inclusion of the section of the Mascoma River from Canaan Center through Enfield and Lebanon to the Connecticut River into the Rivers Management and Protection Program (RMPP). The purpose of this program, which is administered by the New Hampshire Department of Environmental Services (NHDES), is to protect river resources through state and local resource management. Bill noted that a number of organizations were in support of this program and the purpose in being here tonight was to solicit the support of the Board of Selectmen for the nomination. He then introduced Rachel Ruppel of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) and Laura Weit of the New Hampshire Department of Environmental Services (NHDES) to make the presentation.

Rachel provided an overview of the program and described the section of the River under consideration. She noted that presently the Shoreland Protection Act provides oversight for the first 250' of land on either side of the river. This program would extend that oversight to ¼ mile. A Local Advisory Committee (LAC) made up of representatives from the three communities would be established. They would be responsible for developing a local river corridor management plan (LRCMP) and commenting on activities within ¼ mile of the River that require state or federal permits.

Rachel noted that the designation provides protective measures for rivers. These protections are based on the four river classifications and relate to activities with regard to dams, interbasin water transfers, hydroelectric energy facilities and the spreading of biosolids.

Selectmen Borthwick asked if he was correct in assuming that these protections would apply within the ¼ mile buffer and that all permitting activities would require review by the LAC. Rachel replied that he was correct.

Selectmen Borthwick then asked how this is different from what happens now.

Laura Weit of NHDES responded that having the LAC in the process provides for additional local input and compliance with the objectives established in the LRCMP.

Selectmen Borthwick asked about the enforcement and inspection process.

Rachel noted that the 16 established LAC's focus mainly on education and outreach, river monitoring and clean ups and invasive species control.

Chairman Reagan asked about representation on the LAC.

Laura noted that each community can have up to three representatives on the LAC and they all get equal votes. The Board of Selectmen would submit names in nomination to NHDES for approval.

Selectmen Borthwick asked who the LAC advises.

Laura replied that they really are a voice for the river and will advise DES and the community.

Rachel noted that many river issues cross Town boundaries and the LAC provides an intercommunity forum for addressing issues that arise.

John Carr commented that he thought communication would be an important issue.

Dave Barney noted that the LAC can also assist with water quality monitoring.

Rachel noted that LAC's get special ranking for grant funding.

Ellie Davis asked where Dorchester is in this process, since the headwater for the River is there.

Rachel mentioned that Dorchester had been contacted and had not responded. She also noted that much of the River in Dorchester is under State management.

Selectmen Borthwick asked about river classification.

Rachel explained the different classifications and what is allowed in each one.

Selectman Borthwick asked if a dam could be built in the rural class of river.

Rachel noted that a new dam could not go in, but a breached dam could be reconstructed within six years of achieving designated status.

John Bergeron asked if the classification of the River would change if an area became urbanized.

Laura commented that a change in classification would have to go through the Legislature and be signed off by the Governor.

Susan Quinlan asked if this process is geared more toward preservation than regulation.

Rachel replied that it was more toward preservation. She noted the only real change is to add the LAC into the loop.

Nate Delault noted that it would add one more copy of a permitting request into the loop for review. It would also provide an extra hurdle to overcome in the dam permitting process.

Joe Frazier asked if adding the LAC to the permitting process would create delays.

Laura responded that the permitting process would remain as is and the existing review timeframes would remain in place.

Selectmen Borthwick asked if communities were required to pay dues.

Laura replied no, but many communities ask for donations.

Joe Frazier asked about funding for the LRCMP. He had read in past publications that many of these programs had not been implemented due to lack of funding.

Laura noted that there is grant funding available for both water quality planning and the LRCMP. Since the spring of 2008, 14 of the 16 communities with LAC's had received funding.

Susan Quinlan asked if there were any other programs that would provide similar protections to the river.

Rachel replied that this was the only program that she was aware of.

Selectmen Borthwick asked what the timeframe was for a reply from the Board as he would like to discuss this with the Planning Board.

Rachel said that the submission date for the nomination was June 1, 2010.

Aaron Allen asked if we did not sign on now could we do so later.

Bill Chabot said yes, but it would be more cost effective to do so now.

Joe Frazier had concerns with finding representatives to serve on the LAC if we went forward. He asked if there were people present at the meeting who would be interested in serving on the LAC. Five residents raised their hands.

With no other questions from the audience, Chairman Reagan thanked the presenters for attending and at 8:25PM declared a five minute recess while they packed up their materials.

The meeting was reconvened at 8:30PM

Library Friends-Planting in front of Library

Susan Quinlan and other members of the Library Friends were present to discuss plans for a landscape garden in front of the Library. A copy of a plan was distributed to the members of the Board and Susan reviewed it with them. She mentioned that all of the funding for the project would come from the Friends and maintenance would be done by volunteers.

There was a brief discussion with regard to the location of plantings. Chairman Reagan asked that the group coordinate their activities with Tom Guillette to be certain that the plantings do not create safety or maintenance issues. The other Board members agreed and Susan noted that the work would be done in stages and reviewed with Tom.

The Board thanked the Friends for their efforts.

Susan asked if would be okay to hold the annual plant sale in front of the Library as they had in the past. The Board was fine with that. Susan mentioned it would be held on June 12, 2010 from 9AM to 3PM.

Safety Committee-Safety Audit Update

Tom Guillette, Chairman of the Safety/Joint Loss Management Committee was present to provide an update to the Board with regard to the latest round of Safety Audits being conducted. The group had been conducting audits for the past few weeks and Tom wanted to make the Board aware of some of the findings that may require the Town to plan for the funding of safety related equipment.

The first of these would be a suggestion to have AED'S (Automated External Defibrillators) available in buildings for use should the need arise. There is no requirement that they be in a building, but the Committee had discussed establishing a priority list for buildings that should have them and purchasing units as the funds are available. Tom noted that there is often grant funding available for this type of equipment and they would be looking at that first as a source of funding.

Tom also suggested that the Town upgrade the eye wash stations in the areas that presently have them. He noted that the unit in the Highway garage would need to be replaced immediately and he would submit a requisition for it.

A third area that would need some attention was in the Highway Garage. The Committee felt that some consideration should be given to adding a small addition to the garage to hold the mechanical systems for the building. Presently, they are scattered around the building in some instances next to break areas and offices.

The fourth item that Tom mentioned was to look at designated smoking areas for all of the Town buildings. Presently, the personnel policy prohibits smoking in Town buildings and Town vehicles, but it does not specifically address where the designated smoking areas are. The Committee felt that some delineation of these "designated" areas was in order.

Tom also mentioned that the Committee hoped to complete the first round of audits in May. He noted that all of the departments had been very cooperative and worked with the Committee during the audit process.

Al Posnanski asked if Tom had seen the facility audit that NHDES had conducted at the Transfer Station last year. Tom had not seen it. Michael mentioned that he would check for it at the Transfer Station office.

John Bergeron asked about the Museum building and what would need to be done there. Tom noted that since the building is historic and not occupied by Town employees, it was subject to less oversight and as such would not require much in the way of work to address any concerns that may have been uncovered.

Building and Grounds Work Orders - Discussion

Michael mentioned that he added this item to the agenda so it could be discussed with Tom present. At the last Department meeting Selectmen Borthwick had mentioned that he wanted to see a work order process similar to what was now done with vehicles and equipment implemented for buildings. The Board agreed that this was a good next step in the process. Since Tom had already set up a process for tracking work orders, Michael thought it would be appropriate to discuss it this evening to see if the Board was okay with what has already been done. If not, changes could be made prior to the discussion planned for the next department meeting in June.

Tom provided some materials for the Board's review. They included a work order request and work order status report. At this point in time, Tom was generating the work order form when he received a request from the Department. Michael and Tom had discussed, distributing work order requests to the departments for them to submit to Tom when they needed work done. The request would become the Department's source document. Tom could continue to record them as he presently does, but now the Department would be in the loop.

Selectmen Borthwick asked if Tom had created the work order form. He replied that he had. There was a discussion with regard to changes to the form.

Tom discussed some of his initial findings with regard to various software that could be used to automate this process as had been done with the vehicle/equipment repair work orders. So far, he had not found anything affordable that would meet our needs. Tom mentioned that we could probably try to develop our own records system by using Filemaker Pro or Access. Michael agreed that we could probably develop something that would work.

John Bergeron expressed concern with an in-house program. He noted that given Tom and Michael's computer skills, they could develop something, but how would it be maintained when they are no longer around.

Michael commented that he would check in the office to see if he could find an old copy of Access that could be used, but he would continue to look for low cost user friendly options.

Project Updates

Selectmen Borthwick asked Tom about the status of the furnace replacement at the waste water treatment plant. Tom mentioned that he had discussed it with some vendors but had not formally put it out to bid yet. Selectmen Borthwick noted that it might be a good time to put the project out for bid since it is a slow time for contractors/plumbers and we might get very competitive bids on the project. Tom said he would get it out to bid this week.

Michael mentioned that the baffle curtains were being installed at the Water Plant today. He also mentioned that Wright-Pierce had contacted him with regard to a change in specification for the variable frequency drive that might actually shorten the lead time to get the item.

Michael mentioned that the Groundwater Expansion permit request had been submitted to NHDES.

Michael did not have any further update on the street light project.

Selectmen Borthwick asked about the River Road Bridge. Michael said that he had not had a chance to get an update from H.E. Bergeron Engineers, but he would contact them to see if the contractor was still planning to start at the beginning of May.

Michael also informed the Board that he had begun work on the water audit as part of a review of the water and sewer system rate structure.

Other Business

Michael informed the Board that he had received an email from John Bergeron requesting the Board make three appointments to the Historic District Commission. John Bergeron mentioned that the Commission would like to appoint Pete Cumming as an alternate member to fill a vacancy due to the resignation of Tom Hudgens. He also asked the Board to renew the appoint of Daniel Fleetham Sr. as a member and Skip Baldwin as an alternate member as their terms expire in 2010.

Selectmen Borthwick made a motion to appoint those individuals to the positions and terms as outlined in the memo to the Board. Selectmen Wilson seconded the motion and the Board voted 3-0 in favor.

Selectmen Borthwick asked if any notices had been posted with regard to the Special School District meeting to vote on the Support Staff Contract that had been defeated at Town Meeting in March. Michael did not have the dates with him, but said he would get them and post the information on the Town website and the calendar.

Michael mentioned that he had met with representatives of the Northeast Resource Recovery Association (NRRA) to discuss recycling. During the meeting NRRA had asked if the Town would allow the Canaan Elementary School to use the Town Transfer Station. NRRA sponsors the School Recycling Club for member towns.

Al Posnanski mentioned that they had tried to start this program once before and there was no interest at the School.

Ellie Davis was concerned that there are children from four towns at the school and did not see why we should bear the cost of recycling for all of them.

Selectmen Wilson mentioned that currently the school recycles through Northeast Waste and she would speak with Diane DeWolf who was coordinating the program for more details.

John Bergeron asked if the Board would be able to attend the Planning Board meeting on May 13 to discuss support for the Mascoma River Nomination. The Board agreed they could attend the meeting.

Selectmen Wilson mentioned that they had good participation in the Earth Day clean up held on the 24th of April. She noted that the participants filled more than eighty bags of trash and collected 62 tires and ½ truck load of metal.

Phil Salvail asked about the status of the generators for the Police, Highway and Fire Departments. Michael mentioned that some quotes had been received and others were expected. He noted that Chief Bellion had informed him that they would not know the status of any grant money until June. Phil commented that he thought the generators should be purchased whether we received grant money or not.

With no further business before the Board, at 9:57 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, May 11, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Road Agent, Bob Scott, Ellie Davis, Phil Salvail, Al Posnanski, and Elwin Neily. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of April 27, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the April 27, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Discussion with Road Agent-

Road Agent, Bob Scott was present to review some purchase orders with the Board. The Board was looking for some input from the Road Agent with regard to which requisitions were priorities and which could wait until June to lessen cash flow impacts. Of the requisitions submitted, Bob noted that the pipe saw was the biggest priority. Selectmen Borthwick asked about the compressor for the highway garage. Bob mentioned that the one remaining unit still had issues with the motor and now the compressor head. Michael mentioned that the Mechanic had told him that if we could put a bigger two stage compressor in place we would recognize a savings in electricity because it would not be running all of the time like the smaller unit is now. Selectmen Borthwick asked about the requisition for more Calcium Chloride. Bob mentioned that they were completely out but he could get by for now as long as it continued to rain and kept the roads wet. Chairman Reagan asked about the requisition for milling the logs at the highway pit. Bob noted that the project could wait since he was not planning on using the timbers until next year. There was a brief discussion with regard to having Bob get additional quotes for milling so we get the best price. Bob replied that he intended to go out to bid, but wanted to have approval from the Board first. There was also some discussion with regard to holding off on the replacement roof for the compressor room. The Board signed off on the requisitions for the saw and the compressor, but did not sign off on the calcium chloride and the roof replacement.

The Road Agent mentioned that he was looking at putting a time clock in place at the garage to keep more accurate records of employees signing in and out for shifts. Bob mentioned that he was considering a biometric touch type clock that would read employees fingerprints for greater accuracy.

Michael asked Bob if he had all of the contact information he needed for the contractors and engineering firm up at the River Road Bridge. Bob said he was all set.

Selectmen Borthwick asked how the driver logs were working. Bob noted that they were working out very well.

Chairman Reagan asked how things were proceeding with some of the overhaul work being done to the highway trucks. Bob mentioned that two of the truck bodies had been cleaned and touched up. He also mentioned that most of the aluminum wheels for the wheel upgrades were in and the aluminum replacement tank was in as well. Bob said he would continue to upgrade these components on the trucks as needed.

Chairman Reagan and the Board thanked Bob for attending the meeting.

Budget vs. Actual

Michael noted that 19 weeks into the budget year the average budget balance should be at 63.47%. The actual budget balance was at 64.30%. He reviewed the budget vs. actual report for May 10, 2010. Michael mentioned that, so far, there were two budget lines that he anticipated would be overspent for 2010. They were the Auditing Services line (01-4150.10-301) and the Dispatch line (01-4290.50-390). Selectmen Borthwick asked about fuel pricing for the upcoming heating season. Michael commented that he was expecting to hear from Rymes later this week and had also contacted Eastern Oil and Irving to see if they wanted to provide some price quotes. Eastern Oil said that they would be quoting, but he had not heard back from Irving yet. Selectmen Borthwick also had a question about postage and Michael explained that postage draws are charged against the General Government line initially and then allocated to the appropriate departments quarterly when the postage meter reports are done. The result is that the General Government postage line may look like it is overspent, but that line is adjusted as allocations are made to the other departments at the end of each quarter.

Michael also provided a revenue report to the Board and those present. It covered the period from January 1 to April 30 2010. The report also contained revenue numbers for the same period of 2009. Michael went through the report and explained some of the "one time" revenue receipts which included \$98,834.29 from the State 80/20 bridge program for expenses taken from the General Fund and a FEMA reimbursement of \$8,516.30 for disaster related expenses. Michael also mentioned that the \$38,786.27 in water and sewer miscellaneous sources represents the transfer of funds from an old reserve fund to the water and sewer surplus account as approved by the voters at the March Town Meeting.

Project Updates – Water/Sewer, River Road Bridge, Street Lights, Water Audit

Michael mentioned that he had been notified by Wright-Pierce that the variable frequency drive (VFD) should be installed by the middle of June. Once this was in, we could start blending.

Michael said that he received confirmation that the Application for the Expanded Groundwater Discharge Permit had been submitted to New Hampshire Department of Environmental Services for review and approval. He noted that this is usually about a sixty day review period, but he will follow up and monitor the progress of the permit.

Michael informed the Board that the contractor was working on the River Road Bridge project. They had set up their worksite and were in the process of removing the old bridge.

Michael mentioned that he had once again contacted National Grid in an effort to move the street light project forward. He had asked his contact to provide him with the name of someone he could speak with directly to get the removal costs for the lights. He was expecting a response in the next few days.

Michael also informed the Board that he had begun a review of the water and sewer bills as part of the water audit. So far he had reviewed all of the billing for 2009 and would be starting on 2008 next week. This was part of the effort underway to evaluate the current fee structure for billing water and sewer to see if it needed to be revised.

Other Business

Michael presented the Board with a letter from the Canaan Old Home Days Committee requesting the \$1,000 in funding available in the budget. Selectmen Borthwick made a motion to pay \$1,000 from the Culture and other Recreation Account (01-4581.20-810) to the Canaan Old Home Days Committee. Selectmen Wilson seconded and the Board voted 3-0 in favor of the motion.

Michael mentioned that there would be a public informational meeting on Tuesday, May 18, 2010 beginning at 7:30 in the Enfield Community building to discuss the nomination of the Mascoma River for acceptance into the New Hampshire Rivers Management and Protection Program.

Michael also mentioned that the Deliberative Session for the Special School District Meeting would be held on Tuesday, May 18, 2010 at 6PM in the Indian River School Gymnasium.

Michael informed the Board that he had contacted by Rymes Oil, Eastern Oil and Irving with regard to contract pricing for next heating seasons fuel. He was expecting to receive some pricing within the next week.

Michael mentioned that he had been reviewing recycling information from NRRA in an effort to determine if the billing to Orange for recycling services should be adjusted. He noted that although revenues from recycling were down, expenses were as well, so he saw no reason to change the present amount billed to Orange. Selectmen Borthwick made a motion to bill the Town of Orange \$3000 for recycling services for 2010. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board.

Michael informed the Board that Steve McKinney had given his notice and his last day at the Transfer Station would be May 22, 2010. Michael had spoken with Jon Lounder about taking Steve's hours for a time while the Board looks for a replacement. Michael mentioned that he had two applications in the office from individuals looking for employment at the Transfer Station. After a brief discussion, it was decided that Michael should place an ad in the paper for the position and the Board would consider the existing applications and any other applications and interview potential new hires at the meeting on May 25, 2010.

Michael mentioned that Steve Ward from the Capital Improvements Program Committee has spoken with Road Agent, Bob Scott and Police Chief, Sam Frank regarding the CIP. Steve was planning on speaking with Fire Chief, Bill Bellion sometime soon. Steve was also hoping to meet with the Budget Committee some time in June to discuss the CIP.

There was a brief review of a map showing the route of the Mascoma River through Canaan. Chairman Reagan wanted to review the map with the other Board members to better understand what might be gained from having the River accepted into the State Rivers Management Program. Chairman Reagan noted that most of the section of the River under consideration was already afforded protections due to its proximity to other protected areas. Selectmen Borthwick agreed with Chairman Reagan and noted that this matter could be discussed further at the Planning Board meeting on May 13th.

Al Posnanski asked if the Board had received a draft of the Alarm ordinance that the Police and Fire Chief were going to work on. Michael noted that there had been no draft received to date.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 8:44 PM Selectman Borthwick moved and Selectmen Wilson seconded a motion to enter into non public session to discuss three personnel matters and advice from legal counsel. The Board voted 3-0 by roll call vote to go into non public session.

At 10:14 PM Selectman Wilson made a motion to come out of non-public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 10:15 PM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 10:15 PM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MAY 25, 2010**

The meeting was called to order at 5:56 by Chairman Reagan. Selectmen Borthwick made a motion to go into non public session under 91-A:3c to discuss a personnel matter. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 6:55 PM Selectmen Borthwick made a motion to recess the non public session until completion of the public meeting agenda. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

Chairman Reagan led those in attendance in reciting our pledge of allegiance. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Dave Barney, Bill Chabot, Rachel Ruppel, John Bergeron, Laura Weit, Ellie Davis, Phil Salvail, Al Posnanski, and Joe Frazier.

Minutes of the May 11, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the May 11, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Jeanie Forrester State Senate Candidate

Jeanie Forester, a republican candidate for State Senate, was present to introduce herself to the Board. Ms. Forester provided the Board and those present with her background and reasons for seeking office. She took questions from the Board and those present with regard to her positions on some of the issues of the day. Ms. Forester thanked the Board for their time and left the meeting.

Mascoma River Nomination – Discussion and Vote

Chairman Reagan explained that the Board had three options available to them with regard to their vote on the nomination of the section of the Mascoma River from the Canaan Center Store to the Enfield Town line for inclusion into the State of New Hampshire Rivers Management and Protection Program. A vote in support of the nomination would allow the nomination to move forward as is. A neutral vote would allow the nomination to proceed, but allow for a change of position in the future. A vote in opposition to the nomination would mean that the nomination would proceed but only for the portion of the river from the Enfield/ Canaan border to the Connecticut River.

Chairman Reagan asked if there were any questions with regard to the nomination.

Al Posnanski asked what the responsibilities of the members of the Local Advisory Committee (LAC) would be with regard to representing the Town's interests. Would they vote on their own or seek input from the Board of Selectmen or other groups. This prompted a brief discussion but yielded no clear answer to Al's question.

A question was asked with regard to the length of term of the members of the LAC. Rachel Ruppel explained that they were three years terms and the submissions had to have the approval of the Board of Selectmen.

With no further questions, Chairman Reagan made a motion to nominate the section of the Mascoma River from the Canaan Center Store to the Enfield Town line for inclusion into the State of New Hampshire Rivers Management and Protection Program. The motion was seconded by Selectmen Wilson. Chairman Reagan then conducted a roll call vote on the motion. Selectmen Wilson was in favor of the motion. Selectmen Borthwick was opposed to the motion. Chairman Reagan voted for the neutral position. Given the result, Chairman Reagan asked if any member of the Board wished to reconsider their vote. Selectmen Wilson reconsidered and voted for the neutral position. That left the vote at two in favor of the neutral position and one opposed. Chairman Reagan once again explained that the neutral vote would allow the nomination to proceed, but allow for a change of position in the future. Laura Weit of New Hampshire Department of Environmental Services explained that there would be three other occasions in the nominating process to seek further opinions from the Board and the public with regard to the nomination.

Recreation Commission – Alonda Kaler, John Knott

Alonda Kaler and John Knott were present to discuss the Cozy Corner project they had been working on. John stated that he wanted some clarification from the Board with regard to the project. He mentioned that Chairman Reagan had given them the go ahead to work on the project at the December Recreation Commission meeting. Chairman Reagan did not recall making that statement and reminded Mr. Knott that one Selectmen cannot authorize any project or activity to proceed. It takes a majority vote of a Board to move forward on a project. Michael asked if the Recreation Commission had voted to proceed with the renovation. John mentioned that the Commission, at present, had two members in favor of proceeding and two opposed. Carol had not been available to attend meetings lately.

Selectmen Borthwick asked if the minutes indicated support from the Commission for moving forward. He thought the focus of the group was to be the playground.

Selectmen Wilson suggested that the Commission focus on approving their by-laws prior to proceeding with any projects. She asked if the other Board members would review the draft of the by-laws for the Commission and provide comment. Selectmen Borthwick agreed that the Board should review the draft and discuss the matter further at the Meeting of June 8, 2010. The other Board members were in agreement.

Chairman Reagan thanked John and Alonda for their time.

Sara Coons – Benefits of Trails to the Community

Sara Coons, Coordinator of the Mascoma Trails Project was present to discuss the benefits of Trails to a community. She spoke with the Board and those present with regard to the activities of both the Upper Valley Healthy Eating Active Living Partnership and the Mascoma Trails Project. The objective of her attending the meeting was to seek support for the Trails program and get some input on what can be mapped for trails in Canaan. Sara received a number of suggestions on who to contact with regard to getting more information on trails in Town. Sara thanked the Board and those present for their suggestions and support.

Gift from Williams Field Association

Michael read a letter from Tom Guillette explaining that the Williams Field Association would like to make a gift of labor and materials to the Town to repair a section of the outfield fence at Williams Field and add a section of new fencing in the playground area. Michael noted that the Board had been authorized by a Town meeting vote to accept such gifts under RSA 31:95e. The estimated cost of the project was \$2800.00. Since the gift was under \$5,000.00 a public hearing was not necessary prior to the Board accepting the gift. Selectmen Borthwick made a motion that the Town accept the gift of fencing from the Williams Field Association. Selectmen Wilson seconded the motion and the Board voted 3-0 in favor of accepting the gift.

Other Business

Michael mentioned that he would like to contact Mr. Hammond and renew discussions with regard to having his company accept C&D directly from residents and eliminate it from the Transfer Station. The Board asked Michael to go ahead and contact Mr. Hammond.

Chief Bellion had submitted nomination papers for three new Fire Wardens for the Boards' review and approval. Selectmen Borthwick made a motion to accept the nominations as submitted. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board. They then signed the nomination forms for Michael to forward to the State.

Michael mentioned that he had received two quotes from fuel dealers for the 2010-2011 heating season. He asked the Board if they wanted to pursue an agreement at this time or wait to see what happens with the markets. The Board members agreed that they wanted to hold off on an agreement for now.

Michael asked the Board if they wanted to discuss the Historical Society Memorandum of Understanding at this meeting. The Board members wanted to review it at another meeting.

Michael mentioned that he was going to the Northeast Resource Recovery Association office on Wednesday morning to pick up the new recycling signs and speak with Bonnie Bethune about a report she was preparing for the Town.

Selectmen Borthwick mentioned that the Friends of Canaan Main Street wanted to purchase Velcro straps that could be used to attach flags to light poles downtown for special events. The Board members voiced support for the idea.

Selectmen Borthwick mentioned that he was concerned about the tax impact the new county jail will have on the County tax rate. He cited numbers from correspondence received from the County that indicated the rate would go from 1.28/thousand in 2010 up to 1.63/thousand in 2013.

Chairman Reagan suggested that the Board consider renewing discussions with the Methodist Church regarding the section of land adjacent to the parking area behind the Library. Michael mentioned that if we could get an 8' strip of land a head in parking area could be constructed eliminating some of the staff and patron parking issues for both the Library and the Town Office.

Al Posnanski asked about using a backhoe to help pack down the roll off containers at the Transfer Station. Selectmen Borthwick commented that he could see no reason why the highway department could not go over and pack down the roll offs as needed. Michael said he would speak with the Road Agent and Transfer Station staff to see what could be done.

Al also wanted to thank the Town Highway and David Heath in particular for their assistance with the 4-H roadside cleanup.

Ellie Davis expressed her concern with the safety measures taken by the Highway crew while working on Fernwood Farms Road. Michael said that he would speak with the Road Agent regarding Ellie's concerns.

Non-Public Session (RSA 91 – A.3-c)-continued

With no further business before the Board, at 8:58 PM Selectman Borthwick moved and Selectmen Wilson seconded a motion to reconvene the non public session to that had been recessed at 6:55PM. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 10:12 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 10:12 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 10:13 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN'S MEETING
MINUTES
Wednesday, June 2, 2010**

The meeting was brought to order at 8:02 AM by Chairman Reagan at the Fire Station Meeting Room. Selectmen Borthwick, Selectmen Wilson and Town Administrator Michael Capone were also in attendance. Others present: Town Mechanic -Larry Brabant, Road Agent - Bob Scott, Police Chief Sam Frank, Human Services Director - Nelson Therriault, Building Inspector/Health Officer - Bill Wilson, Buildings and Grounds –Tom Guillette and Fire Department-John Hennessey.

Budget vs. Actual

Michael provided those present with the latest Budget vs. Actual report. He noted that the average balance remaining was inline with projections. Selectmen Borthwick asked Road Agent Bob Scott about the gravel requisition he had submitted. Bob mentioned that he had spoken with another crushing firm in addition to the one they used last year. Their quote was \$1.10/yard less than Bob had paid last year. In addition, they were prepared to bring up equipment to crush some of the larger material that the other company would not process.

There was also a discussion with regard to purchasing a new Tenco body for use on one of the six wheel dump trucks. It would replace one of the older dump bodies that rotted out. This body was the newer style that was less prone to rot and rust and could be transferred from one truck to another if required.

The Board also reviewed and discussed another requisition from the Road Agent for consulting services on a culvert replacement.

Building Work Orders

Michael mentioned that Tom Guillette had been working on a computerized work order reporting system for building work orders. Tom was present to explain the process to those present. Initially it would allow for the manual generation of work order requests from departments to Tom that he would then enter and track on his system. The departments would be able to follow up with Tom as to the status of their request. Michael mentioned that an initial report would be generated from the system that could be sent to each department for review. This would allow for an update of the system. Selectmen Borthwick mentioned that if a department head submits a request and does not hear back in a reasonable period of time they should contact either Tom or the Board as to the status of the work order. Tom is planning to implement the work order procedure soon.

Project Updates

Michael provided a quick update on some of the projects currently underway. The parts required to complete the last phase of the well blending project were expected by the middle of the month.

There has been no response from DES with regard to the expanded groundwater discharge application.

Michael has started looking at a second years worth of water billings as part of the water audit.

The old River Road bridge had been removed and the footings for the new abutments were in process. The project is still on schedule for completion in late July.

There still has been no response from the electric company with regard to removal costs for the streetlights. Michael said he would continue to push for a response.

Other business

Michael informed the Police, Fire and Highway departments that he will be contacting them with regard to getting additional information on their vehicles as he prepares a spreadsheet for the CIP committee.

Michael thanked the Highway department for constructing a second burn pit at the Transfer Station. This will help minimize the build up a brush in the burn area.

Michael explained that he had one issue left to resolve with regard getting a new cell phone arrangement established. There is still an issue with regard to how to account for the personal use of phones provided by the Town. He is working to resolve this issue before bringing in the new phones.

Chief Frank had a release form from Hanover dispatch for the Board to sign. It would allow for the release of Canaan 911 information to Hanover dispatch.

Chief Frank also asked about the status of the building generators. Selectmen Borthwick asked if we had received the quote from Hurley Electric for separate units for each building. Michael mentioned that we had not received it, but had information from other suppliers. John Hennessey noted that he did not think the Town would receive the grant funding that Chief Bellion had applied for. Chairman Reagan asked Michael to explore other options for funding.

Road Agent Bob Scott mentioned that the roof for the compressor building was just about finished. He was able to fashion roof trusses from some of the material removed for the River Road bridge site.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 9:04 AM Selectman Borthwick moved and Selectmen Wilson seconded a motion to enter into non public session to discuss a personnel matter. The Board voted 3-0 by roll call vote to go into non public session.

At 10:15 AM Selectman Wilson made a motion to come out of non-public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 10:15 AM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 10:16 AM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, JUNE 8, 2010**

The meeting was called to order at 5:55PM by Chairman Reagan. Selectmen Borthwick made a motion to go into non public session under 91-A:3II(b) to discuss a personnel matter. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 7:05 PM Selectmen Borthwick made a motion to recess the non public session until completion of the public meeting agenda. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

Chairman Reagan led those in attendance in reciting our pledge of allegiance. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Elwin Neily, Ellie Davis, Phil Salvail, Al Posnanski, and Joe Frazier.

Minutes of the May 25, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the May 25, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Fran Wendelboe State Senate Candidate

Fran Wendelboe, a republican candidate for State Senate, was present to introduce herself to the Board. Ms. Wendelboe provided the Board and those present with her background and reasons for seeking office. She took questions from the Board and those present with regard to her positions on some of the issues of the day. Ms. Wendelboe thanked the Board for their time and left the meeting.

Recreation Commission –Review of By-Laws

Selectmen Wilson provided some additional background on this item to the other Board members and those present. She had asked the other Board members to review the Draft of the revised by-laws she had prepared. The other Board members and Michael had provided comments on the Draft. A revised document was submitted for approval by the Board. Selectmen Borthwick made a motion to accept the by-laws as amended. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board.

Alonda Kaler asked about the status of the Cozy Corner project. Selectmen Borthwick suggested that the Cozy Corner and all of the other actions of the Recreation Commission should be reviewed once the revised by-laws have been adopted by the entire commission. Alonda asked if that meant that the Board considered all of the Commission previous actions to be null and void. The Board members were in agreement that all of the actions of the Commission should be revisited and voted upon by the Commission under the new by-laws.

Review of Heating System Bids for Wastewater Plant

Michael presented Chairman Reagan with three bids for replacing the heating system at the Wastewater Plant. He explained to those present that the furnace at the Wasterwater plant was in very poor condition and needed to be replaced. Bids had been solicited from local contractors to replace the existing system. Quotes had been requested for both oil and propane systems. Chairman Reagan opened each bid and read it aloud for the other Board members and those present. The Board members had questions about some of the information submitted and directed Michael to contact each vendor and get answers to their questions. Once they have received their answers the Board will revisit the topic at another meeting.

Joe Frazier

Joe was present this evening to revisit the Rivers Management issue and the nomination of a section of the Mascoma River to the State program. He mentioned that he had read an article in the newspaper regarding the financial difficulties of the Connecticut River Joint Commissions, a non profit group in Lebanon that, among other things, works with five of the Local Advisory Committees (LAC) involved with the Rivers Management Program. Joe had a concern with a potential lack of funding and the impact on the Mascoma River LAC, should it ever form.

After a brief discussion with the Board and those present, Joe mentioned that he would continue to monitor developments because of the potential impact to Canaan and the Mascoma River. The Board members thanked Joe for attending the meeting and his commitment to the Town.

Budget vs. Actual and Expenses

Michael reviewed the Budget vs. Actual and the year to date revenue reports with the Board and those present. He noted that the budget balance was slightly below the expected average of 57.70%. Michael took questions with regard to both reports.

Other Business

Michael mentioned that he had received a note from the Fire Department informing him that there would be no grant funding for the Police, Fire and Highway department generators. The Board discussed some possible funding options and asked Michael to prepare an RFP to solicit quotes for individual units for the Police, Fire and Highway buildings.

Michael spoke with the Board regarding obtaining new cell phones and switching to a government plan that requires no contractual commitment. Although there was still concern about how to monitor personal use of cell phones, the new agreement would save the Town about \$100/month. The Board asked Michael to execute the agreement.

Selectmen Borthwick asked the Board to consider the amount of unanticipated funds required for notice under RSA 31:95-b III (b). He wanted the Meetinghouse Committee to be able to accept funds up to \$4,999.00 without notice to the Board and made a motion as such. The motion was seconded by Selectmen Wilson and voted 3-0 by the Board.

Selectmen Borthwick also asked Michael if he would check with suppliers to see what the contract price for #2 fuel oil and propane was at this time. Michael mentioned that he had contacted suppliers and was waiting to here back from them.

Selectmen Borthwick asked if drafts of the Ordinances Chief Frank was going to work on had been submitted yet. Michael said he had not received any.

Selectmen Borthwick mentioned that Danny Grace has started his employment at the Transfer Station.

Selectmen Borthwick also mentioned that the Meetinghouse Committee has been discussing a rental policy for the building. There was a brief discussion of this topic. Michael mentioned that he was going to look into some of the insurance issues and speak with the LGC.

Al Posnanski asked about the bill for the Town of Orange recycling services. Michael mentioned that it has already been paid in full.

Al also asked about the handling of C&D at the Transfer Station. Michael informed the Board that he was going to revisit this with Fred Hammond to see if he is ready to start accepting C&D at his facility.

Non-Public Session (RSA 91 – A.3II(b)-continued

With no further business before the Board, at 8:59 PM Selectman Borthwick moved and Selectmen Wilson seconded a motion to reconvene the non public session to that had been recessed at 7:05PM. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 9:42 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:42 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:43 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, JUNE 15, 2010**

The meeting was called to order at 5:55PM by Chairman Reagan. Selectmen Borthwick made a motion to go into non public session under 91-A:3II(b) to discuss a personnel matter. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 8:19 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 8:19 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 8:20 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, JUNE 22, 2010**

The meeting was called to order at 6:04PM by Chairman Reagan. Selectmen Borthwick made a motion to go into non public session under 91-A:3II(b) to discuss a personnel matter. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote.

At 6:50 PM Selectmen Borthwick made a motion to come out of non-public session. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by a roll call vote. At 6:50 PM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote.

Chairman Reagan led those in attendance in reciting our pledge of allegiance. Others present and those who joined the meeting in progress: Selectmen Marcia Wilson, Selectmen Scott Borthwick, Town Administrator, Michael Capone, Tim Lewis, Ellie Davis, Aaron Allen, Bill Chabot, Al Posnanski, Yaskara Newcomb and Michelle Clifford.

Minutes of the June 2, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the June 2, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Minutes of the June 8, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the June 8, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Minutes of the June 15, 2010 Meeting

After reviewing the minutes, Selectmen Borthwick moved and Selectmen Wilson seconded the motion to accept the minutes of the June 15, 2010 meeting as written. The Board voted 3-0 in favor of the motion.

Conservation Commission – New Appointments and Easement

Bill Chabot and Aaron Allen, Co-Chairs of the Conservation Commission were present. Their first order of business was to submit some changes to the Conservation Commission membership for the Board’s consideration. After a brief discussion, Selectmen Borthwick made the motion to appoint Julie Thomason to a full time position, move Laura Beenie from a full time to an alternate position and accept the resignation of Sara Coons from her full time position. The motion was seconded by Selectmen Wilson and voted 3-0 by the Board.

The second order of business was to seek the Board's approval for the Conservation Commission to expend four thousand seven hundred dollars (\$4,700.00) from the Conservation fund to support the Conservation Easement on the Chalmers property (Tax Map 1S Lot 34) underwritten by the Society for the Protection of New Hampshire Forests. After a brief discussion, Selectmen Wilson made a motion to approve the expenditure of \$4,700.00 from the Conservation fund in support of the easement. The motion was seconded by Selectmen Borthwick and voted 3-0 in favor by the Board. Aaron and Bill thanked the Board for their time and left the meeting.

Debt Service

Michael had provided the Board members with some information regarding the USDA Loans for which the Town Meeting approved pay offs. The first of these was due on July 16th. Michael informed the Board that , should they still wish to pay off the 1st note in its' entirety, if they paid it in the June 28, 2010 manifest they could save even more money in interest. After a lengthy discussion regarding cash flow projections for the next six months, Selectmen Borthwick made the motion to authorize the payment of the balance of the note in the amount of \$132,414.17. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board. Michael mentioned that he would instruct Gloria to prepare the check for the June 28, 2010 manifest. It was noted that by paying off the balance of the note at this time, the Town would save over \$47,000.00 in interest.

Review of Heating System Bids for Wastewater Plant

Michael asked the Board if they would table this discussion for now since Tom was not present with the answers to the Board's questions on the bids that had been submitted.

Meeting Schedule-July/August

The Board discussed meeting dates for July and August and agreed on the following dates: July 6, July 20, August 3, August 17 and August 31.

Other Business

Yaskara Newcomb and Michelle Clifford were present to update the Board with regard to their fund raising efforts for the playground. They discussed some of the events they have held and other they have planned. To date they have raised over \$2,000 toward their goal of \$47,000 to purchase all of the equipment they would like to have in the playground. There was a discussion with the Board as to how to set up a program to get aluminum cans and redeemables from the Transfer Station to help raise funds. The Board thanked Yaskara and Michelle and all of the volunteers for their efforts and gave their support to move forward with their plans for additional fund raising.

The Board members discussed a proposal submitted by Tim Lewis to clear a Town owned property of some old equipment left by the previous owner. There was a consensus among the Board members that another attempt to contact the former owner of the parcel should be made prior to removing any equipment from the property.

The Board discussed the information provided by Road Agent Bob Scott with regard to some manhole collars that will have to be repaired prior to paving some of the roads around the downtown area.

Michael provided the Board with an update regarding the RFP for the Police, Fire and Highway generators. Michael had asked for input from the Departments with regard to what their KW requirements would be. He had received a response for the Fire Department and Highway department with some different ideas as to what size generators to use. After some discussion the Board suggested that Michael get quotes on units in the range of 10 – 14 KW.

Michael provided the Board with some project updates. The first footing and abutment had been poured for the River Road Bridge. Michael was in the process of preparing the reimbursement paperwork to submit to DOT. The substantial completion date for the bridge has been moved back to July 30, 2010.

The parts to complete the well blending installation were due in this week. Keymont Construction was expecting to be on site later in the week to finish their work on the well.

Michael had received some revised figures from National Grid on the removal costs for the 42 streetlights being considered for removal. The new costs were about one thousand dollars lower than those previously submitted. Michael was going to prepare an estimate on the payback for the removal expense for the Board to review before proceeding further.

Michael had spoken with Wright-Pierce regarding the expanded Groundwater Discharge permit. It is under review by DES. Michael had a discussion with Neil Cheseldine of Wright-Pierce regarding the potential costs associated with reworking the RIB's to provide for the extra capacity. Selectmen Borthwick asked Michael to try to get a more complete figure on the costs.

Town Clerk/Tax Collector Vicky Mc Alister had submitted a merchant agreement from the Credit Card processing company she had selected to handle payments for the Town. It required the signature of the Board of Selectmen. Selectmen Borthwick made a motion to approve the agreement as submitted and authorize Chairman Reagan to sign on behalf of the Board. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board. Chairman Reagan signed the agreement.

Michael had prepared a letter for the Old Hone Days Committee granting a suspension of the open container ordinance on Saturday, August 7, 2010 from 6-11PM at Williams Field. Selectmen Borthwick made a motion to suspend the ordinance as specified in the letter and to further authorize Chairman Reagan to sign on behalf of the Board.. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board. Chairman Reagan signed the letter for Michael to forward to the Old Home Days Committee.

Michael informed the Board that the BTLA hearing on the Electric Coop's property tax assessment appeal was scheduled for Tuesday, January 4, 2011 at 9AM.

Michael also informed that Board that he had spoken with Fred Hammond of Hammond Recycling with regard to accepting C&D from residents beginning August 1, 2010. Fred was okay with that as a start date. The Board asked Michael to prepare notices informing the public that as of August 1, 2010, C&D would no longer be accepted at the Transfer Station.

Chairman Reagan asked Michael if he would have the Road Agent get pricing on some signs for the Canaan Street Lake Reservoir area. Michael Said he would pass the information along to the Road Agent.

Al Posnanski asked where things stood with hiring the new Town Administrator. Selectmen Borthwick mentioned that there were more interviews scheduled next week.

With no further business before the Board, at 8:50 PM Selectman Borthwick made a motion to adjourn the meeting. The motion was seconded by Selectmen Wilson and voted 3-0 in favor by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, July 6th, 2010**

The meeting was called to order at 6:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson.

Selectmen Borthwick moved and Selectmen Wilson seconded a motion to enter into a non public session to discuss a personnel matter and invite Michael Samson to participate. The Board voted 3-0 by roll call vote to go into non public session.

At 7:23 PM Selectman Wilson made a motion to come out of non-public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 7:24 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 7:25 PM Selectman Borthwick made a motion to sign a draft contract for the employment of Michael Samson as Town Administrator. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. The contract was signed by the Selectmen and Michael Samson. Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, July 20th, 2010**

The meeting was called to order at 6:09 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson.

Selectmen Wilson moved and Selectmen Borthwick seconded a motion to enter into a non public session to discuss a RSA 91-A:3 II(c) matter and invite Michael Samson to participate. The Board voted 3-0 by roll call vote to go into non public session.

At 6:51 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. Selectman Borthwick made a motion to seal the minutes, seconded by Selectman Wilson and unanimously approved. Selectman Borthwick moved to seal the minutes, seconded by Selectman Wilson and voted 3-0. Motion by Borthwick to approve the anedment to the welfare policy requiring consultation with second by Wilson. Unanimous approval.

The meeting resumed in open session at 7:00 PM. Members of the Public joining the meeting included: Al Posnanski, Elwin Neily, Carolyn Barney, Susan Quinlan, John Bergeron, Chuck Townsend, Phillip Salvail, and Judith Kushner.

Motion to accept the minutes (Open session and non-public session) of the Selectmen's Meeting of July 6th, 2010 made by Selectman Borthwick, seconded by Selectman Wilson and unanimously approved.

Samson reported on the award of the Historic Preservation Alliance assessment grant for the Museum building. A grant agreement and a MOU between the Town and the Historic Society as well as two consultant's contracts were presented for Board approval. There was general discussion about the timing, availability of the local match, and to review the consensus on the MOU. Motion made by Selectman Borthwick and seconded by Selectman Wilson and unanimously approved to authorize Chairman Reagan to sign the MOU. Motion made by Selectman Borthwick and seconded by Selectman Wilson and unanimously approved to authorize Chairman Reagan to sign the grant award and the two consultant contracts. Funds will be expended and obligated as the match becomes available. Unanimously approved.

Samson reported on the discussion regarding tree placement in front of the Library between himself, Tom Guillette, Susan Quinlan, and Nancy Loomis. Samson noted that there may have been some misunderstanding as to whether the specific tree locations had been reviewed prior to planting and there was a general discussion regarding the ability to plow snow from the front of the town offices. The cedar and the elm tree clearly are susceptible to damage from plow and loader activity and from the snow piles that can reach 10 feet in height. The Friends of the Library requested that the trees remain in their current location through the coming winter to see if it is possible to plow snow around them without causing them harm. Samson suggested that both Tom and he agreed that we

could try it for a winter season with the understanding that there were no guarantees that the trees would not be damaged. The Selectmen asked Susan Quinlan to assure them that no further trees would be planted in the front area without further consultation. Susan assured the Board that would be the case. No motion was needed nor made.

Samson went through the Budget versus Actual spreadsheets with the Board on expenses and also reviewed revenues received to date. Samson noted that there should be about 40% of the budget left unexpended as of this date. He noted that elections were lower than the reserve number and wasn't sure whether there was sufficient money available for the primary and general elections. Assessing was lower than the 40% number but most of the work was complete for the year. Office supplies and telephone were over budget in a couple of accounts but it was not clear whether the expenses have been allocated by department yet. Equipment maintenance in fire and highway were either over budget or with a lower available balance than desirable and Samson indicated that he would review the numbers. The Board pointed out that part of the repair expense for the fire equipment was probably for painting of fire equipment (which was subsequently verified). Other accounts that would be reviewed included highway uniforms and street lights. The Board indicated that plans should be completed to shut off 42 street lights. Samson said that he would follow up on this. Highway chloride and gravel was nearly exhausted but there was enough material on hand to service the rest of the year. Transfer station expense was up on recycling but overall, the system was operating at less cost. Members of the public requested that copies of the Budget vs. Actual report be made available at the next meeting and Samson apologized indicating that he was unaware of the need for multiple copies. He promised to make a dozen copies in the future.

Samson reviewed changes at the transfer station including additional recycling roll-offs and rebuilding the ramp for recycling drop-off. He also noted that we could take commercial paper recycling as long as the market value was at least \$40 a ton and asked for permission to create a voluntary commercial paper recycling program that would be suspended if commercial value dropped too low. The consensus of the Board was to allow the program. Al Posnanski pointed out that 25% of the recycling revenue needs to be placed into the solid waste reserve account. Samson noted that the hauling charge for recyclables is taken from the revenue and there is a net cost for recycling that is less than the refuse charge would have been. The Selectmen noted that we needed a sign for the transfer station noting when brush drop-off was acceptable or not due to burning conditions. Philip said that Hammond would take brush if the town was not taking it.

Samson reviewed the water improvements project and the River Road bridge project. The water blending is going on-line and Water System Operators will be conducting preliminary tests which will be provided as they become available. The south abutment is complete on the River Road project and the excavation has started on the north abutment. Scott indicated that the footings have actually been poured on the north abutment. Bob noted that the planks on the temporary bridge are curling and may cause some damage. Samson said that he would call the lessor of the bridge.

Samson said that he had nothing more under the Administrator's Report. There were several issues under Other Business. The Fire Department wanted to know if it was alright to construct a structure to enclose the old pumper and asked where to place it. The Board was fine with the structure as long as the pumper was protected from the weather and suggested that the enclosure be on the side of the Department building between Papa Z's and the Department. George Lazarus described the plans for the structure including its enclosure and solar lighting and the securing of the pumper to the building.

Scott Borthwick noted that the flag at the Police Station was frayed and asked Samson to check on replacing it. A question was asked as to whether there were any plans to work on the diner building. The answer was that there were no immediate plans as no money was available. Marcia and John Bergeron reported generally on the annual meetings of the Goose Pond Association and the Canaan Lake Association. Samson was asked to prepare bid requests for three generators for the Fire Department (10KW), Police Department (10 KW) and the Highway Department (14KW).

At 9:00 PM Selectmen Wilson moved and Selectmen Borthwick seconded a motion to enter into a non public session to discuss a RSA 91-A:3 II(c) matter and invite Michael Samson to participate. The Board voted 3-0 by roll call vote to go into non public session.

At 9:35 PM Selectman Borthwick made a motion to come out of executive session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. Selectman Borthwick made a motion to seal the minutes which was seconded by Selectman Wilson and unanimously approved. Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, August 3, 2010**

The meeting was called to order at 7:00PM by Chairman Reagan. Selectmen Scott Borthwick, Bob Reagan and Marcia Wilson and Town Administrator Mike Samson were in attendance. Others attending included Al Posnanski, Phillip Salvail and Denis Salvail.

Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Minutes of July 20th Meeting

The minutes of July 20th were reviewed and a motion was made by Scott Borthwick to accept the minutes with an amendment on the last page to indicate Scott Borthwick requested that the flag be replaced at the police department rather than Bob Reagan as indicated in the draft. Motion seconded by Marcia Wilson. Unanimously approved. Motion by Scott Borthwick to approve minutes of non-public sessions on July 20th with amendment to replace client names with case numbers. Seconded by Marcia Wilson and unanimously approved.

Repairs on Senior Center

A purchase order for materials for repairs on the senior center was submitted by Denis Salvail and a discussion was held on which account to post the expenses against. It was decided to post the expenses against 4194.10-660 and increase the line item by \$2,000 and decrease the transfer station line item 4323.10-110 by a similar amount. Motion by Scott Borthwick and seconded by Marcia Wilson and unanimously approved.

Museum Grant Up-Date

Samson indicated that the engineering work was complete and Judith Kushner was preparing a LCHIP application. Samson indicated that he had read the LCHIP Standards and Practices as well as the prior Stewardship Agreement on the Meeting House. There was an issue of what constituted a "repair" and when was prior review of repairs required. Samson indicated that he had received written verification from LCHIP indicating that minor repairs not historically significant such as nailing down a floor board or replacing glass did not need prior approval from LCHIP.

Administrator's Report

River Road bridge floor panels were being set and the anticipated completion date estimated by the contractor had slipped to August 17th. The underlying reason cited by the contractor was the presence of rock ledge that required a change in the piling wall placement. Samson noted that the liquidated damages clause of \$1,000 per day would be invoked and that this penalty was needed to fund the on-site project engineer. Samson indicated that he was not adverse to charge the lesser of actual expense to the project for the engineer if it was less than \$1,000 per day. Samson also distributed copies of the Budget vs. Actual Report and indicated that he had completed budget meetings with Police and Highway Departments.

Other Business

Al Posnanski requested that Samson attend a Transfer Station Committee Meeting at 4:30 on Tuesday the 17th of August in the Conference Room. Samson Agreed.

There was general discussion of the usage of the Meeting House including responsibility for maintenance, the Stewardship Agreement addressing maintenance and possible fee structure and safeguards for the building and furnishings.

A motion was made by Scott Borthwick to adjourn and seconded by Marcia Wilson and unanimously approved at 7:38 PM.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, August 17th, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson. Members of the public included Al Posnanski, Alice Ely (Mascoma Valley Health Initiative), Shirley Packard, Carolyn Barney and Judith Kushner.

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion to accept the minutes (Open session and non-public session) of the Selectmen's Meeting of August 5th, 2010 made by Selectman Borthwick, seconded by Selectman Wilson and unanimously approved.

Mascoma Health Initiative

Alice Ely introduced herself as the Interim Executive Director of MVHI. Alice requested that the Board assure the payment of the \$2,489 that was included in the budget so that MVHI could use it as a match for a grant application. The Board noted that it was their policy to wait until the end of the fiscal year to determine that there was a sufficient fund balance. After considerable discussion of possible impacts on other expense accounts, a motion was made by Marcia Wilson and seconded by Bob Reagan to make the payment in September. Motion carried with Bob and Marcia in favor and Scott Borthwick against.

Meeting House

There was considerable discussion about the need for a fee structure for use of the Meeting House, current building revenue and other safeguards to assure the appropriate use of the building and care of the antique furnishings in the building. Mike Samson and Tom Goulet were asked to attend the next meeting that the Meeting House Committee held to discuss these options.

Historical Society and LCHIP application

Samson described the final draft of the LCHIP application and the correspondence from LCHIP indicating what maintenance would be required and what the review standard was for maintenance. Samson recommended signing of the LCHIP grant application. Marcia Wilson moved that Bob Reagan be authorized to sign the application and Scott Borthwick seconded the motion. Unanimously approved.

Police Department Cruiser Video Monitoring System

Samson described the video monitoring system that Sam was requesting and indicated that there were no other less expensive alternatives. He noted that the purpose of the system was to avoid potential liability issues by recording arrests and incidents and to more effectively present evidence in prosecutions. There was discussion as to whether the 50% state match was guaranteed. Marcia Wilson moved to authorize the purchase provided there was a contract guaranteeing the state match. Bob Reagan seconded the motion and the motion carried with Marcia and Bob voting in favor and Scott against.

Marcia also asked that the security of the booking room be reviewed to see if changes were necessary.

Highway Chloride

Bob Scott requested that an additional \$5,000 be authorized for chloride for dust control due to the hot, dry summer. He asked that \$5,000 be taken from the gravel account to make the funds available in the chloride account. Scott Borthwick moved to authorize and make the necessary budget adjustments. Seconded by Marcia Wilson. Unanimously approved.

Welfare

Samson asked that the Board authorize two changes to Welfare policy. He requested that the proposed "Allowable Levels of Assistance" schedule be approved with maximum levels set for various forms of assistance and further asked that the Welfare Director assisted by the Town Administrator be authorized to negotiate within those levels with landlords and other service providers to hold down costs to the Town. Motion to approve the schedule made by Marcia Wilson and seconded by Scott Borthwick. Unanimously approved. Motion to approve negotiations up to the Allowable Levels made by Marcia Wilson and seconded by Scott Borthwick. Unanimously approved.

River Road

Samson and Scott provided information on the current progress on the River Road bridge. It is now anticipated that the bridge will be complete within a week. Late liquidated damages penalties are now accruing.

Generator Specifications

Samson presented the proposed generator specifications and after a brief discussion, it was determined that the transfer switch should be sized to the entrance. There was unanimous direction to Samson to check on the sizing needed at the police station and to put the RFP out to bid.

Water Quality

Samson outlined the plans for grant requests for both Canaan Street Lake and for Goose Pond. At Canaan Street Lake, the proposal would be to remediate drainage issues at the town beach, along Canaan Street and Roberts Road, repair a run-off problem on Moss Flower Lane and create rain garden detention basins on Fernwood Farms Road. At Goose Pond, we hoped to create a reduced salt management plan, do a drainage analysis with recommended action along town roads and use regulations to reduce phosphorus loading in the lake. Erin is working on the applications and will be providing the engineering services on the projects. Bob Reagan asked that Erin look at building up the side walk going north on Canaan Street to help divert water flow to the correct drainage areas.

Beaver Trapping

Scott requested that beaver control services go out to bid so that he may legally bid on offering the service to the town. Samson was directed to put the service out for bid/proposals and advertise it in the Valley News.

Other Business

Samson was directed to revisit the street light issue with Larry to see if there was a mid level reduction possible and to look at warning a hearing on street light changes.

Samson indicated that we are having on-going issues with computer performance and indicated that he was seeking proposals for consultant services and hardware and software improvements. He noted that two computers were infected by a virus and malware but that they were restored within three days.

Bob Reagan read a letter from the Canaan Old Home Days requesting use of the town property again in 2011 on the 250th anniversary to be celebrated on August 5-7th. The selectmen directed Samson to respond favorably.

Bob Reagan gave a brief report on the Cemetery Trustees and Library Trustees.

Reagan asked Samson to check with Primex on health care costs and attempt to hold the line on costs.

It was noted that the primary is also the day of the first September meeting.

It was also noted that the Historic District hearing on regulations changes was rescheduled and re-warned to August 24th.

Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, September 21st, 2010**

The meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson. Members of the public included Al Posnanski, David Barney, Zig Onacki, Phil Ferneau, Steve Ward, Karen Wolk, Erin Darrow, Denis Salvail, Cynthia Neily, Gil Miranda, Sharon Miranda, Joann Onaccki, Jeff Majewski, and Ellie Davis

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion by Selectman Borthwick and seconded by Wilson to accept the minutes of August 31st, 2010 as amended by striking the two sentences in paragraph 1 on page two reading "Motion by Selectman Borthwick, seconded by Wilson to authorize the proposed policy so long as it does not increase costs. Unanimously approved.". Motion passed unanimously.

Hearing on Pete's Junk Yard License Application

Samson described the application of Peter and Pamela Nadeau for a junk yard license and reviewed the report of DES indicating that the yard was properly operated and met all of the required conditions. It was also noted that the junk yard had been located at the current site for many years and there were no objections to the license. Marcia Wilson moved that the license be approved. Motion was seconded by Selectman Borthwick and motion was unanimously passed.

Cemetery Trustees – Cemetery Water Supply

David Heath and Ellie Davis discussed the proposal to drill a new well at the Wells Cemetery on Canaan Street to serve as a non-potable water supply. Ellie, David and Cynthia Neily noted that there trust funds available to obtain a water supply for the cemetery. After discussion, Scott Borthwick moved to authorize the use of Trust Funds to drill a well and directed Samson to put the well drilling out to bid. Motion seconded by Wilson and unanimously approved. Cynthia Neily noted that the funds would be paid to the Town and actually expended by the Town.

Scott Hazelton Driveway

Scott Hazelton discussed his feeling that the approach used to grade and ditch Fernwood Farms Road in front of his home was inappropriate with an excess slope and bank run gravel and repairs to his driveway that left the end of his driveway too steep and with no crown from side to side on his driveway. Samson indicated that Bob Scott had already agreed to repair the crown on his driveway. Hazelton stated he was an engineer and offered to provide help to the town in making further repairs.

Jeff Majewski – Claim for Service

Jeff Majewski requested that he be paid \$400 for rental of a man lift in 2009 for repairs by Denis Salvail to the Senior Center. The Board indicated that there was no prior

approval for the rental and that Salvail had never requested the rental but that the parties believed that the lift had been contributed. It was noted that Salvail's work was also contributed as was the most of the use of the man lift excepting the last two weeks. It was also noted that no bill had been submitted for the man lift until over a year later. Majewski indicated that the town had benefited from the use of the man lift and that he deserved compensation. He also asked who was supervising the work of Salvail and why hadn't the town known that the lift was rented and questioned whether Salvail's agreement to rent the lift was an agreement by the town's agent. Despite questioning of Salvail, it was not clear that Salvail had ever requested to rent the lift and it was noted by the Board that only the Selectmen and Department Head (Tom Guillette) could authorize an expenditure and then only if on a purchase order. The Board also noted that several purchases this year were cancelled and/or paid by non-town funds for failure to secure a purchase order. It was also noted that Jeff as a former Selectman knew of the purchase order system. Samson was directed to check with the Local Government Center to determine if there was any liability or legal requirement that the town pay the rental demand.

Tony Poirier – Grafton Turnpike Reclamation

Tony did not attend.

Dave Barney – Goose Pond Salt Free Zone

Dave Barney reviewed the Warrant Article from the 2010 annual meeting that directed the Board to follow a salt free policy on a portion of the roads around Goose Pond. Dave argued that this had previously been done and could be done safely. He recognized that the town had a legal opinion from town counsel, Bernie Waugh indicating that the final say over the management of the roads rested with the Selectmen rather than the voters. The voters are limited to control over appropriations. Selectmen supervise the management of the Road Agent and may take action contrary to the mandate of the voters if they feel it is necessary for the safety of the roads. Phil Ferneau indicated that he hoped that the Board would be the only group to exercise that right and not the Road Agent or Administrator. Samson was directed to check with other towns on their salt policy and Samson asked Barney to provide a list of towns with a no salt policy. Ellie Davis asked if overhanging trees made the road problem worse. Al Posnanski asked the Board to look at the cost of alternative salt policies. Erin pointed out that application of calcium chloride may well be impacting the pond as well. Karen Wolk hoped that there was a way to carry out the intent safely. The Board indicated that it would take all the comments into consideration and attempt to draft a policy that would address the concerns while maintaining safety. The Board also indicated that the plan would be created in consultation with Highway, Police, Fire, Fast Squad and the Schools.

Erin Darrow – Highway Projects

Erin reviewed the history of working as a volunteer on preparing grant applications on management of water quality issues around Canaan Street Lake. She indicated that while she is happy to volunteer some of her time, she has professional liability for the professional engineering work she is doing and would like it to be covered by an agreement. She also anticipated payment for future services under the ultimate grant

award. The Board asked her what projects she had been discussing with Bob Scott and she listed the Codfish Hill Hazard Mitigation grant, Roberts Road, the beach at Canaan Street Lake, Fernwood Farms Road and Moss Flower Road. She also noted that there was interest in doing a water quality impact assessment around Goose Pond. Erin noted that she discounts her rates for Canaan and would charge \$40 per hour for grant preparation and \$80 per hour for engineering. The Board asked her success rate in securing grants and she responded that while she has only been doing them a few years, she has been 75% successful. She was asked by the board to provide a typical agreement and a list of projects to be done for Highway, Fire, the lake associations and Water Source Protection. Selectman Borthwick moved that the town put out for proposals a request for engineering and engineering related grant writing. Marcia Wilson seconded the motion and it passed unanimously.

Non-Public Session

At 9:15 PM, Scott Borthwick moved that the Board enter into a non-public session pursuant to RSA 91-A:3 II(c). Seconded by Wilson and unanimously passed.

At 9:40 PM, Scott Borthwick moved to come out of executive session. Marcia Wilson seconded the motion and the motion passed. Scott Borthwick moved that the minutes be sealed. Motion seconded by Marcia Wilson and unanimously approved. Scott Borthwick moved to authorize Samson to enter into a forbearance agreement on a tax sale property with payments to be completed on the most delinquent tax year by December 31st of this year. Marcia Wilson seconded the motion and the motion passed unanimously.

Scott Borthwick moved to adjourn, Seconded by Wilson and passed unanimously.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, September 28th, 2010**

Non Public Session commenced at 6:15 PM with Selectman Borthwick, Selectman Reagan, Administrator Samson, Charles Hutchinson, Sr. and Charles Hutchinson, Jr..

Selectmen Borthwick made a motion to go into non public session under 91-A:3 II(e) to discuss pending litigation. The motion was seconded by Selectmen Reagan and voted 2-0 in favor by a roll call vote. Selectman Marcia Wilson joined the meeting at 6:30 PM. Motion to recess the non public session was made by Scott Bortwick at 7:00 PM and seconded by Marcia Wilson. Unanimously approved.

The public meeting was called to order at 7:02 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson. Members of the public included Al Posnanski, Charles Hutchinson, Sr. and Charles Hutchinson, Jr..

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion by Selectman Wilson, seconded by Wilson to accept the minutes of September 21st, 2010. Unanimously approved.

River Road Completion and Penalties

Motion was made to request a transfer of \$49,071 from the Bridge Reserve Fund to the general fund to complete payments on the River Road bridge project.

A meeting is set up with our engineer on the 1st to review the project, determine the costs including offsets for project delay and set the final payment. The meeting will be at 9 AM. The reserve holdback is sufficient to offset the additional project engineer costs.

Consideration of Telephone System Modifications

Samson reviewed the proposed costs and savings for the switch of telephone and internet service. There is an anticipated charge of \$1,080 for hardware changes for the phone switch over and at least \$4,200 in phone charge savings (basic service and long distance). Internet service would be about \$3,000 less as well. Scott asked which was more pressing the replacement of servers or the change in phone service. Samson responded that both were pressing. The servers were a major expense item (\$11,000 at the police station and \$8,700 at the town offices) but they were not needed to implement the phone system changes. The server issue was age, outdated operating system, speed and capacity. None of these issues would be used by the phone system. The phone system changes were for modems and routers which are basically stand alone equipment that would reduce costs and hopefully reduce the problem with out-going long distance service that has been down about 10% of the time. Motion to approve switch over with cost to come from funds reallocated from the transfer station manager's salary account made by Marcia Wilson and seconded by Scott Borthwick. Unanimously approved.

Request for bids on #2 Heating Oil and Propane

After review of the proposed language for bids on heating oil and propane, the Administrator was advised to send the request out. Bid requests will go to Eastern, Dead River and Rymes.

Other business

4-H Club is looking for projects that they can work on. Their request will be forwarded to Tom.

At 7:45 PM Selectmen Borthwick made a motion to resume the non-public session. The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 9:00 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:01 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:02 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, October 12th, 2010**

The public meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and Michael Samson. Members of the public included Al Posnanski, Shirley Packard, Robert Scott, Erin Darrow and Chris Turgeon.

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of September 28th, 2010. Unanimously approved.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of the non-public session of September 28th, 2010. Unanimously approved.

Cemetery Well Bid Opening

Bids were received from Cushing & Sons and from Valley Artesian. The Cushing bid was for \$4,885 and the Valley Artesian bid was for \$5,800. The Cushing bid also carried less risk. Motion by Selectman Borthwick, seconded by Wilson to accept the bid of Cushing and Sons. Unanimously approved.

#2 Heating Oil and Propane bids

The only bid that was received was from Dead River. Their fixed price on propane was lower at \$1.94 than their current price but their fixed price on #2 fuel oil was higher at \$2.76. The consensus of the Board was to continue to solicit bids and call Patriot as well.

Gift for Equipment at Williams Field to go to the Williams Field Trust. There was considerable discussion of who had discretion over the uses of the Williams Field Fund. Samson indicated that he believed it was the Recreation Commission with the consent of the Selectmen who made the request to withdraw the funds and that their withdrawal process did not include the voters prior approval. Samson indicated that he would pull the rules and place them in the Selectmen's box. If they were satisfactory, then the Selectmen would sign the resolution to accept the gift.

Codfish Hill Drainage Project

Bob Scott and Erin Darrow made a presentation regarding the plan to repair the drainage issues on Codfish Hill. Bob expressed his desire to apply for Hazard Mitigation Funds in the December application cycle. Erin had expressed a willingness to prepare the grant application at the rate of \$50 per hour with an expectation that the application would require about 16 hours for a total of \$800. There was general discussion by the Board that engineering and consultation services needed to go out to bid but that they recognized the tight time schedule for the grant application. Erin was asked if she understood that the ultimate engineering on the project might still be put out to bid and she indicated that she did understand. Bob indicated that other future projects included work on Ball Park,

Potato and Fernwood Farms Roads. There was discussion on whether it meets FEMA requirements as well. Erin said that she would check.

Motion by Selectman Borthwick, seconded by Wilson to sign the proposed agreement with Erin provided that the project met FEMA requirements as verified and provided by Erin. Unanimously approved.

Budget Reallocations

Samson handed out a sheet with proposed reallocations from one account to another totaling \$45,800. Questions were asked regarding where the mower funding was coming from. Of the \$11,500 expended, \$6,500 is coming from the Government Buildings Department (to be determined by Tom Guillette) and the balance is coming from two transfer station accounts; site improvements and Salary. There was general discussion that Block Grant money can only be used for Highway purposes. Samson also noted that there were likely surpluses totaling \$56,140 in other line items that probably would be available late in the year. The generators need to come from this amount and Samson indicated that he hoped there would be funds to replace the office server. Another potential use was to make changes to the Transfer Station waste hauling system. Motion by Selectman Borthwick, seconded by Wilson to accept the proposed reallocations. Unanimously approved.

Proposed Budget

There was a general review of the proposed budget and it was noted that the budget was coming in at less than the FY 2010 budget even with 3% wage increases and sharp increases for insurance, unemployment, and retirement. Motion by Selectman Borthwick, seconded by Wilson to accept the proposed budget except for the \$8,000 budgeted for the part time position in government buildings and to hold off on the police cruiser until third party evaluations had been completed on the old cruiser. Further, action is deferred on the Capital Reserve articles until a later date. Unanimously approved.

Other Business

Cleaning

A proposal from our former cleaner was discussed and the Board indicated that they wanted to see a proposal and verify that the person had insurance.

4-H and Complex Signs

It was suggested that the 4-H could scrape and repaint the up-rights for the Fire-Police-Highway Complex as a community project.

Tax Rate

Samson indicated that he had not heard yet about a meeting with George. It was suggested that he call the Superintendent.

The Selectmen signed a resolution to set the schedule for the payment of several warrant articles and capital reserve items.

Samson was directed to get the list of proposed street light cuts ready for a public hearing.

At 9:10 PM Selectmen Borthwick made a motion to enter non-public session to discuss Personnel under 91-A:3 II(c). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 9:55 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:56 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:56 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, October 26th, 2010**

The public meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and TA Michael Samson. Members of the public included Al Posnanski, Ellie Davis, Robert Scott, Dave Barney, Michael Riese, and Malcolm Love

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of October 12, 2010. Unanimously approved. Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of the non-public session of October 12, 2010. Unanimously approved.

Proposed Salt Policy

Samson distributed a proposed salt policy for use in “no salt areas”. The policy spelled out when no salt would be used and when salt would be used and further reduced the use of salt by 50% to no more than a 25% salt to 75% sand mix. Samson noted that that the salt policy also needed an emergency clause allowing the Road Agent to use more salt if in his opinion there was an emergency. Dave Barney asked about the origins of the policy and Samson noted that the policy was written after talking with all of the public works departments of the towns recommended by Dave and also looking at state policies in NH and Wisconsin as well as federal low and no salt policies. Samson noted that New London is the only community using a significantly reduced salt mix and had been using the mix for over ten years. The proposed policy was based on New London. Samson was asked what roads it would be used on and he responded that it would be used on all of the roads on the route that included Goose Pond roads. He also noted that New London uses this mix on all of its roads. The mix melts ice but does it in a longer time frame. Dave Barney asked if Samson had consulted the Lake Associations in the towns identified and Samson said he had not but had focused on the actual practices of the highway departments in those towns. Bob Scott was asked for his opinion and he stated that he had meet with New London’s DPW director who thoroughly discussed all of the practices used in New London and that he was persuaded to try the mix for at least the next year. It was noted that the mix in Canaan was slightly more salt than the New London mix due to the problems in blending the salt in Canaan, but was still significantly reduced. Dave Barney asked if the plan would include the use of manufactured sand and Samson responded no based on New London’s belief that manufactured sand offered no advantage. Barney asked Scott if he would be sweeping the roads and Bob indicated that he would since the warrant article directed the sweeping. Barney also asked about culvert cleaning and Bob indicated that he felt most were flushed by the end of spring but would check them at the end of the winter season. Motion by Selectman Borthwick, seconded by Wilson to adopt the proposed salt policy. Unanimously approved.

Health Officer Nomination

The term of Bill Wilson as Health Officer expires in November and a new nomination needs to be made to the State Department of Health. Motion by Selectman Wilson, seconded by Borthwick to nominate Bill Wilson as Health Officer. Unanimously approved.

Proposed Health Ordinance

A copy of a draft Health Ordinance prepared by John Bergeron was distributed. The intent is to provide Canaan Street Lake and municipal well head protection zones. The Selectmen directed that the draft ordinance be placed on the agenda for the next meeting.

Proposed Street Light Shut-off Hearing

The final proposed list of street light shut-offs was distributed with maps and pole numbers. The list totals 32 lights including one on the horseshoe pits. A memo from John Bergeron was also distributed indicating that some street lights were installed after vote by the Town Meeting and would require a vote authorizing the Selectmen to remove them. It was also not very clear where some of the lights had been authorized. Motion by Selectman Wilson, seconded by Borthwick to warn a hearing on proposed street light shut-offs for November 23, 2010 and directing Samson to send out a notice of the hearing to abutters. Unanimously approved.

FY 2011 Proposed Budget

It was noted that the action approving the proposed budget at the October 12th meeting was based on incorrect column of numbers although the intent was to approve the correct column. Motion was made by Selectman Borthwick, seconded by Wilson to accept the revised numbers totaling \$2,975,298 . Unanimously approved.

FY 2010 Budget Review

There was a general review of the FY 2010 Budget to review budgeted expenses versus actual expenses. As the budget reallocation had just been completed, there were no major changes.

Wright Pierce Rapid Infiltration Beds

There was a general discussion of the proposal to complete the improvement of the Rapid Infiltration beds to increase the capacity of the wastewater plant at a cost of about \$90,000 with the work to be done by the Highway Department. The cost of doing the final engineering and permitting for the improvements was estimated to be about \$20,000 as identified in the Wright Pierce proposal. Since this was a follow on project from the assessment done by Wright Pierce, it was decided that the engineering need not be put out to bid. After discussion, there was a consensus to delay the work until after the first of the year.

Codfish Hill

Samson recapped that his conversations with the LGC indicated that while it was not technically improper for Erin Darrow to provide the Codfish Hill grant writing without bidding out the work since Erin is also on the Planning Board, it would be better practice

to honor the intent of the law requiring bidding. Samson was directed to secure at least three bids from three engineering firms for the grant writing and if Erin's bid was the lowest to award her the bid subject to the review of FEMA requirements. Motion by Selectman Borthwick, seconded by Wilson to require the phone solicitation. Unanimously approved.

Water Plant Improvements

There was a general discussion of whether to use any additional available funding for other water plant related improvements. It was noted that DES believed that we were required to spend at least \$230,000 and we had only spent a little over \$200,000 thus far. Selectman Borthwick directed Samson to review the project documents to determine if we were required to spend any additional money and to confirm that we could pay off the loan immediately.

Generator RFP

The RFP for the generators at fire, police and highway was reviewed a final time. Motion by Selectman Borthwick, seconded by Wilson to send the RFP out on the installation of three generators. Unanimously approved.

Telephone

Samson noted that the phones were due to be changed over in about a week and that Comcast was requiring someone to be available during the changeover to monitor the switch from FairPoint and to assure that the phone system was working correctly. He indicated that there would be a relatively minor increase in cost to cover changeover (approximately \$1,000).

Propane & #2 Heating Oil

Samson reviewed the rapidly increasing cost of heating fuels and recommended that we lock in as soon as possible with one of our vendors. He requested permission to do a phone solicitation with the vendors and get the best available bid. Motion by Selectman Borthwick, seconded by Wilson to authorize Samson to solicit lock in fuel bids for the same gallons of #2 oil and propane and a 80% purchase guarantee. Unanimously approved.

Other Business

There was general discussion about the requirement for permission to post signs on the Green.

Scott Borthwick requested that the Board look at the Canaan Street Lake Bath House MOU and the request by the Friends of Canaan Street Lake Bath House for \$500 in funding.

Marcia Wilson noted that the Board needed to replace several members of the Recreation Commission. A suggestion was made to encourage someone from the Friends of the Canaan Street Bath House to apply to become a member.

At 9:48 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
WEDNESDAY October 27th , 2010**

At 3:00 PM Selectmen Reagan called the special meeting of the Board of Selectmen to order. In attendance were Selectmen Reagan, Borthwick and Wilson, Administrator Samson and Shelley Gerlarneau of NH DRA.

The numbers of the Town's Tax Rate Calculation as prepared by DRA were reviewed and there were no changes. The amount to be funded from the surplus was as set by the voters at \$345,789 and the total tax rate for the year is \$20.26.

Selectman Borthwick moved to set the rate at \$20.26, seconded by Wilson and unanimously approved.

The Board also reviewed the corrected final draft of the budget and approved the budget totaling \$3,005,874.24 exclusive of warrant articles to go to the Budget Committee. Motion by Selectman Borthwick, seconded by Selectman Wilson and unanimously approved.

At 3:40 Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
THURSDAY November 4th, 2010**

At 7:00 PM Selectmen Reagan, Borthwick and Wilson presented the proposed FY 2011 Budget to the Budget Committee as approved by the Selectmen.

The Selectmen generally answered questions.

At 7:25 PM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Reagan and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**-CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, November 9th, 2010**

The public meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectmen Marcia Wilson, Selectmen Scott Borthwick, and TA Michael Samson. Members of the public included Al Posnanski, Ellie Davis, John Bergeron, and Phillip Savail

Chairman Reagan started the meeting with the Pledge of Allegiance.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of October 26, 2010. Unanimously approved.

Generator Bid Opening

Samson noted that he had received one bid but also noted that local contractor, Kevin Hurley was not on the bid list. Samson asked whether the Board would like to give Hurley an opportunity to bid before opening the one bid from Morin. The Board indicated that Samson should leave the bid process open for a week and ask Hurley if he wanted to bid.

Proposed Health Ordinance

John Bergeron provided a detailed review of the proposed Health Ordinance. He noted that it is designed to provide a well head protection zone for the Town's water supply and a minimum buffer around Canaan Street Lake which is also a public water supply. John described how the Ordinance differs from State law and what is prohibited under the ordinance. Marcia Wilson asked for confirmation that the ordinance moves some of the isolation distances back from normal state requirements. John indicated that was correct. Samson asked what activities had best management practices and whether they were clearly defined in state law. John indicated that the language was intended to assure that someone from the Town reviewed the proposed activity to make sure it was appropriate. Samson noted that without definition, that part of the ordinance might not be enforceable. It was recommended by the Board that the proposed ordinance be submitted to Bernie Waugh for review and comment.

Vital Communities Survey

Samson distributed the proposed survey that the Vital Communities Group was seeking to use at the Town transfer station. The relatively brief survey was designed to understand attitudes and practices regarding use and preference for locally grown food. The Board indicated that they had no problem with the group conducting the survey as long as they did not interfere with the operation of the transfer station.

Water Project

A brief discussion was held about the balance of funds still available in the water project. After discussions with the State, it was determined that the Town did not have to spend the \$230,000 that DES wanted us to spend. Our current project total will run about

\$210,000. It was also noted that the 50% of the project that is in the form of a loan at about a half percent can be paid at any time in January. Reviewing the available funds in the Sewer and Water accounts, the Town can repay the entire loan. Other needs that could be addressed by the grant funds included the installation of a security fence around the water facility and the replacement of a storage shed at the water plant. The total cost of these two projects should run about \$20,000 and the grant would pick up half of the cost. Scott Borthwick moved to spend up to \$240,000 on the project to include the fence and shed. Marcia Wilson seconded the motion. Unanimously approved.

Friends of Canaan Street Lake Bath House MOU

The Board indicated that they are wanted to postpone the MOU to the next meeting.

Recreation Commission Vacancies

After a brief discussion, it was recommended that any interested parties wishing to fill a vacancy on the Recreation Commission should submit a letter of application to the Board. It was also suggested that someone from Goose Pond and Canaan Street Lake or the Bath House Committee should seek membership on the Commission.

Joint Municipal Meeting – School Aid and Welfare

Samson relayed the interest in neighboring communities meeting at Canaan to speak with locally elected Senators and Representatives about needed changes in State education aid and Welfare responsibilities. The Board indicated it would host the meeting at the fire station and suggested December 14th or 21st as possible meeting days.

FY 2010 Budget vs. Actual

Samson walked through the budget report and indicated that expense was well within budget and that there should be a surplus of about \$85,000 that could fund equipment needs at the transfer station, generators at fire, highway and police and computer replacement. Overall revenues are ahead of budget. We should be able to make the loan repayment in December and make our County and School District payments with plenty of reserves.

Davis Trust

There was a general discussion about the need to retain counsel for a cy pres action to use the Davis Trust Funds for additional purposes at the Cemetery. It was noted that the legal expenses might well be reimbursed by the Trust but needed to be fronted by the Town. It was decided to undertake that work after the first of the year.

Other Business

Samson was directed to speak with Tom about leveling the threshold going from the Fire Station meeting room into the garage and to fix the water in the bathroom.

At 8:50 PM Selectmen Borthwick made a motion to enter non-public session to discuss Personnel under 91-A:3 II(c). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 9:45 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:46 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:46 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**-CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, November 23th, 2010**

The public meeting was called to order at 7:10 PM by Chairman Reagan. Others present: Selectman Scott Borthwick, and TA Michael Samson. Members of the public included Al Posnanski, Ellie Davis, Robert Scott, Nelson Therriault, Larry Gaudette, Katie Beth Ryan (Valley News), John Carter, Sonya Carter, Andrew Mulligan, and Phillip Savail

Chairman Reagan started the meeting with the Pledge of Allegiance.

Hearing on Street Lights

Samson noted that maps of the proposed light shut-offs were on the tables and mailed to affected landowners. The criteria used for the selection was to remove street lights where there were no sidewalks nor at an intersection or otherwise required by safety considerations. The village area served by sidewalks was not affected except where there were street lights that are close to each other. Samson also noted that the Board would be seeking authority to shut off lights by warrant article at town meeting. There will be an option for home owners to pick up the cost of the service if they want to continue the service.

Selectman Marcia Wilson joined the meeting at 7:15 PM

Andrew Mulligan asked if it would be possible to add additional lights to the shut off list if they met the criteria and suggested lights on Codfish Hill. The Board indicated that additional lights could be added after notice to the landowners. John Carter asked that the Board consider leaving the light connected at the corner near his house on Canaan Street but also indicated he had no objection to the shut off of the light in front of his house. Ellie Davis indicated that she felt that the lights at the intersections of Highland Street and Route 4 and Highland and First Street could also be removed. The Board thanked the people present for their views and said that a warrant article would be prepared for town meeting.

Minutes

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of October 27, 2010. Unanimously approved. Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of November 4th, 2010. Unanimously approved.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of November 9th, 2010. Unanimously approved.

Motion by Selectman Borthwick, seconded by Wilson to accept the minutes of the Non Public Session of November 9th, 2010. Unanimously approved.

Generator Bid Opening

Samson summarized the bids from Morin Electric and Hurley Electric. Hurley was the lowest directly responsive bid at \$22,675 for Kohler units. Neither contractor had

submitted a bid for a liquid cooled generator initially. Samson had asked Hurley to submit a bid for comparable liquid cooled units and that bid totaled \$38,875. The Morin bid for the air cooled units totaled \$37,950 for GE units. A question was raised as to whether the Board had considered a single unit for the three buildings. It was noted that a sufficiently sized unit would cost much more than the three smaller units and that prices had been obtained several times during the year for larger units. It was also noted that the use of multiple units meant that if one burned out, there would be a back-up at least as between the Police Station and Fire Station. A question was raised as to the desirability of liquid cooled units and why they were worth an additional \$16,000. Samson noted that air cooled units often overheat in the summer and have automatic shut offs that prevent them from overheating. This could result in down time during the warmer months and during protracted use. The other advantage was that water cooled equipment runs cooler and is less subject to wear. A follow up question asked how often they are used and Bob Scott answered that the power goes out several times during the year. The loss of power can make it difficult to open highway garage doors, run compressors, communicate and operate lights and equipment within the buildings. The Police Station is supposed to serve as the Town's emergency command center in the event of a disaster and this requires communication. Motion by Selectman Borthwick, seconded by Wilson to accept the bid of Kevin Hurley for the three liquid cooled Kohler generators for \$38,875. Unanimously approved.

FY 2010 Budget vs Actual

Samson noted that generally expenditures were well within budget and that a surplus of about \$80,000 was probable and could fund the generators and computer changes. He also indicated that the total revenues coming into the town were in excess of the amount budgeted and would create a positive fund balance sufficient to fund the capital reserves next year if the voters approve of their appropriation. Samson went through the budget on a department by department basis and indicated where Budget adjustments should be made to increase or decrease budget line items. The Board indicated that they would review the document and take action at the December 14th meeting.

Budget Committee

Samson indicated that the Budget Committee had completed most of the Departments leaving Fire, Highway, Police, Emergency Management, Debt Service, Transfer Station, Library and Recreation to be completed. There were few differences between the Selectmen and the Budget Committee so far.

Water System

Samson indicated that the fence company that we had a quote from for the perimeter fence around the water treatment plant had ceased operations. He indicated that he would seek new proposals. The Board inquired as to whether the contractor suggested for replacing the storage shed had provided proof of insurance. So far no proof of insurance has been submitted. The Board indicated that they would await the proof of insurance and new fencing proposals before going forward on the water facility improvements.

Library Lift

Bob Reagan indicated that he had asked about the cost of changing the door on the Library lift entrance to an automatic opening and closing door so as to prevent people from being injured by the wind suddenly slamming the door on someone. Samson indicated that he understood that the Trustees had previously gotten a price of \$4,800 for a door closer and that he had gotten an estimate from GateKeeper for \$2,800 plus an estimated \$1,200 for related electrical work. Motion by Selectman Borthwick, seconded by Wilson to authorize up to \$4,000 for the installation of a door opener and closer at the Library lift. Unanimously approved.

Comcast Contract

Samson distributed the Comcast Contract for the Police Department that locks in ComCast for the same rate for three years but does not prevent us from cancelling the contract. Motion by Selectman Borthwick, seconded by Wilson to authorize Chairman Robert Reagan to sign the Comcast contract. Unanimously approved.

Acorn, Casa, Tri-Cap

The Board indicated that it would stand by its policy of requiring all social service organizations to seek voter approval through a petitioned warrant article prior to the Board making payments to the organizations.

Proposed Health Ordinance

Samson indicated that the proposed health ordinance preventing pollution around Canaan Street Lake and the well head protection zone around the town well had been forwarded to Bernie Waugh for review and comments.

Electrical Contractor – Cemetery

Samson reviewed the proposal from BMD electric to install power at the Wells Cemetery. The work had been put out to bid and the contractor selected by the Cemetery Trustees was BMD. The cost is \$5,442. Motion by Selectman Borthwick, seconded by Wilson to authorize the expenditure of \$5,442. Unanimously approved.

Other Business

Recreation Commission – There was a discussion that one letter of application had been received from Tammy Furman indicating that she was interested in being appointed to the Recreation Commission. Marcia indicated that she would invite Tammy to the next meeting of the Selectmen.

Marcia said that she had received a request for the roads to be striped. There was no additional interest in striping them this year.

Samson distributed the renewal contract for life and dental coverage from the Local Government Center, indicated that the coverage was not a large cost item and asked for approval of the insurance offers. Motion by Selectman Borthwick, seconded by Wilson to authorize Bob Reagan to sign the offer. Unanimously approved.

Samson asked to increase the reimbursement for winter work boots to \$140 for the Transfer Station attendants. He was so authorized and it was suggested that he make sure the attendants had one winter outfit.

At 8:38 PM Selectmen Borthwick made a motion to enter non-public session to discuss Personnel under 91-A:3 II(c). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 9:45 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:46 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:46 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**-CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, December 7th, 2010**

Selectmen convened at 6:30 PM and was called to order by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson, Yaskara Newcomb and TA Michael Samson. At 6:30 PM Selectmen Borthwick made a motion to enter non-public session to discuss Personnel under 91-A:3 II(c). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 6:55 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 6:56 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote.

The public meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson and TA Michael Samson. Members of the public included Al Posnanski, Ellie Davis, Robert Rudder, Arthur Gelsi and Phillip Savail

Chairman Reagan started the meeting with the Pledge of Allegiance.

Acceptance of Minutes of November 23rd.

Motion by Scott Borthwick, seconded by Marcia Wilson to approve the minutes of November 23rd, 2010. Unanimous approval.

Recreation Commission

Motion by Marcia Wilson, second by Scott Borthwick to appoint Yaskara Newcomb and Tammy Furman to the Canaan Recreation Commission. Unanimously approved.

Friends of the Canaan Street Bath House

Scott Borthwick reported that the Friends had requested that \$500 be included in the recreation budget to cover cleaning costs at the bath house and had also indicated at the Budget Committee that they had raised \$490 in contributions to cover that cost. Scott moved to increase the recreation maintenance and repair line in the budget by \$500 to cover the cleaning cost in light of the contribution of the \$490 by the Friends of the Canaan Street Bath House. Seconded by Marcia. Unanimously approved.

Organization of Committees

Information on organizational structure, officers and directors and members was provided for the Friends of the Canaan Street Bath House and the Meeting House Committee. Samson was directed to write a one page memorandum on the structure and rules of the Meeting House Committee and the Board would appoint five officers of the Committee who will fill the appointments authorized in 1974, with all other interested parties serving as alternatives or non-voting committee members.

Budget Committee Report

Scott Borthwick reported on the activity of the Budget Committee and indicated that there were a few minor differences between the two budgets with \$1 budgeted lines added and increases for Goose Pond of \$200, and \$230 for FICA under data processing, and a move of \$500 in fuel cost from recreation to government buildings. There is also a significant reduction of almost \$18,000 in the cost of liability and property insurance. The significant change was to increase the police chief's salary to \$59,000 for an increase of \$3,643 plus benefits. The argument advanced was that without the increase, the chief would earn less than his subordinates.

Approval of Primex Health and Property and Liability Insurance

Samson noted that in light of the significant reduction in property and liability insurance costs, that the contract be approved for the continued health care coverage and that we indicate a preliminary decision to go with Primex's P&L coverage in the spring. Motion by Borthwick, second by Wilson and unanimously approved.

Supplemental Health Coverage

An issue has arisen where an employee's spouse has reached an age where he/she is eligible for coverage by Medicare rather than the two person policy. If Canaan switches the person to Medicare as the primary coverage and pays for the Primex supplemental health care coverage, it will save the Town about \$3,600 per year. Samson recommended that the board adopt the policy of switching to supplemental coverage. Motion by Scott Borthwick and seconded by Marcia Wilson to adopt that policy. Unanimously approved.

Town Report Printing

Samson indicated that the Town's existing printer was quoting a price roughly the same as last year's price of \$2,360 but that he had received a quote of \$1,693 from Brayshaw for a comparable product and service. Brayshaw of Lebanon prints the reports of many New Hampshire municipalities. Samson was directed to obtain a reference from Poultney Vermont which switched to Brayshaw last year and if it was favorable to take the proposal from Brayshaw. Motion by Borthwick, second by Wilson and unanimously approved.

At 8:04 PM Selectmen Borthwick made a motion to enter non-public session to discuss hiring personnel under 91-A:3 II(b). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 8:45 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 8:47 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote.

Other Business

The selectmen discussed the need for road markings on Blackwater and Samson indicated that Bob Scott was going to install delimiters (reflectors) to mark the road.

Samson was directed to install a notice on conference room use and the requirement for permission from the Selectmen's Office for use after January 1st.
Next board meeting is set for December 28th.

At 8:50 PM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen

**-CANAAN BOARD OF SELECTMEN
MEETING MINUTES
Wednesday, December 15th , 2010**

Selectmen convened at 7:00 PM and was called to order by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson, and TA Michael Samson. Guests included Selectman John Franz and Treasurer Brian Howe from Dorchester, John Franz, and Steve Darrow, Selectman from Grafton. Superintendent Barbara Tremblay and Business Manager George Caccavaro, Patrick Andrew and Stella Butterfield from SAU 62 attended, Cookie Hebert, Dorchester School Board Member as well as area legislators including Charles Sova, Paul Mirski, Chuck Townsend, and Jeanne Forrester, Valley News and citizens, including Ellie Davis, Russell Lester, David Lester, Al Posnanski and Phillip Salvail.

State aid and Statewide Education Property Tax

The was general review and discussion of the potential for significant increases in property tax rates as the “collar” and hold harmless clauses of the statewide education property tax system resulted in significant lost revenue in FY 2011.

Generally, there was opposition to the tax increases that three of the SAU 62 towns would face in 2011. It was noted that property wealth does not translate into ability to pay higher taxes. Solutions included continuation of the “collar” and hold harmless provisions to a constitutional amendment getting the State out of the statewide education tax business and leaving educational funding up to the individual towns.

Welfare Reform

There was a general review of local welfare administration including widely divergent costs and services and the lack of any type of limit on the Town’s requirement to provide benefits. A variety of suggestions were offered to improve the efficiency and effectiveness of existing services. Also suggested were changes to limit local liability and give municipalities more authority to require personal responsibility.

At 8:35 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Wilson and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson

Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, December 28th, 2010**

The public meeting was called to order at 7:00 PM by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson and TA Michael Samson. Members of the public included Robert Scott, Benjamin Hurley, Kevin Hurley, David Zani, Michael Zani, and Phillip Savail

Chairman Reagan started the meeting with the Pledge of Allegiance.

Acceptance of Minutes of December 7th.

Motion by Scott Borthwick, seconded by Marcia Wilson to approve the minutes of December 7th, 2010. Unanimous approval. Motion by Scott Borthwick, seconded by Marcia Wilson to approve the minutes of the Executive Session of December 7th, 2010. Unanimous approval. The minutes of the December 15th meeting were distributed for review and corrections and will be approved at the next meeting. Samson was reminded to bring the manifests for public review.

Zani Land

David Zani presented the board with a proposal to swap 4.34 acres of land Zani acquired from David and Pam Webster that was the site of the former town landfill for 1.88 acres of land currently owned by the town adjoining the landfill site on Route 4. The Town must formally own the land or legal access to the site for closure and monitoring purposes. David asked if the town was going to take any action on the issue. David indicated that he would do all the survey and deed work necessary to complete the transfers. The board indicated that the town would not qualify for state closure funds if it did not own the land and that the town was already liable for the landfill impacts. The board also noted that the voters would have to approve the acquisition of the parcel and the conveyance of the 1.88 acre parcel. Scott Borthwick moved and Marcia Wilson seconded a motion to direct Samson to contact Bernie Waugh to review language that would authorize the two transfers. Unanimously approved.

Budget vs. Actual and FY 2010 Encumbrances and Sander/Transit and Highway Priorities

Samson extensively reviewed the status of the budget including all existing encumbrances, proposed encumbrances, original budgeted line items and the net effect of all proposed encumbrances, existing encumbrances and actual expenses on the bottom line of the approved appropriations.

Bob Scott reviewed his priorities for paving and road reconstruction that included Roberts Road and Goose Pond. Scott Borthwick moved to sign a purchase order #100086 encumbering \$54,000 for paving to R&D from acct 4312.30-730 and directed that the encumbrance remain through 2011.

Bob Scott asked for authority to purchase new polycast sanders with electric motors for \$3,595. His argument was that the electric motors meant greater reliability over the gas powered sanders and also meant that the spinners could be run at variable speeds whereas the gas powered motors were for a fixed speed. He noted that the sander for the pick-up is not used and should be sold in any event. The Board noted that the current sanders were stainless steel and not very old. They questioned whether the motors could be swapped out for electric motors. Bob indicated that the cost of swapping out the motors would equal the cost of the polycast sanders. He noted that the motor on the one that is being used needed to be replaced. The board inquired what the cost would be and Bob indicated that it was slightly more than \$1,100. The board consensus was to include a purchase order in the encumbrances for a replacement sander motor for \$1,200.

Scott Borthwick moved and Marcia Wilson seconded a motion to sign purchase orders encumbering the following amounts to the following vendors and from the following accounts and to remain encumbered until paid through 2011:

Amount	Vendor	Account	PO	Purpose
\$2,000	Bernie Waugh	4153.10-320	100087	cy pres legal work
\$3,528	Twin Bridges	4150.60-330	100077	workstations, etc.
\$1,500	Freightliner	4299.10-431	100085	door replacement
\$1,200	Lucky's Trailers	4299.10-431	100086	motor for sander
\$4,000	Carroll Concrete	4324.40-720	100079	TS concrete blocks
\$7,350	Hurley Electrical	4324.40-720	100081	electrical for TS rams
\$5,000	Recycling Mechanical	4324.40-720	100080	move & reinstall rams
\$26,000	Clark	4902.10-370	100082	live floor trailer
\$525	Pike	4902.10-370	100083	site for generator
\$28,945	Tritech	4902.10-370	100074	IMC system
\$11,900	Twin Bridges	4902.10-370	100073	office server
\$469	Ossipee Mtn.	4902.10-370	100076	cruiser IMC interface
\$1,350	Certified Computers	4902.10-370	100075	Hanover IMC inter.
\$902	Fastenal	4312.30-730	100078	Laser

Motion unanimously approved.

Motion by Scott Borthwick and seconded by Marcia Wilson to sell the old unused sander. Unanimously approved.

Motion by Scott Borthwick and seconded by Marcia Wilson to continue and extend the following purchase orders and encumbrances beyond 12/31/2010 through 2011 until paid:

Amount	Vendor	Account	PO#	Purpose
\$4,000	GateKeeper	4194.10-430	100058	door closer library
\$1,034	Various	4194.10-430	100054-56	emergency light sup.
\$5,675	Hurley Elec.	4902.10-370	100068	generators
\$6,085.73	Freightliner	4299.10-430	10065-66	motor replace

\$391 Flanders 4299.10-430 100064 F550 parts/rep
Motion unanimously approved.

Motion by Scott Borthwick, seconded by Marcia Wilson to approve the Budget Committee recommended budget for expenses and revenue except for the \$200 increase for Goose pond in account 4520.20-560 and the \$4,710 increases related to the police chief's salary in accounts 4210.10-130, 4210.10-225 and 4210.10-230. Unanimously approved.

The board decided that they will be meeting generally on the second and fourth Tuesdays of the month and in addition will be meeting on January 13th to review the final budgeted numbers of the Budget Committee.

At 9:07 PM Selectmen Borthwick made a motion to enter non-public session to discuss hiring personnel under 91-A:3 II(b). The motion was seconded by Selectmen Wilson and voted 3-0 by a roll call vote of the Board.

At 9:38 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:39 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote.

At 9:40 PM Selectman Wilson made a motion to adjourn. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen