

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, January 8th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Marcia Littlefield, TA Mike Samson, Road Agent Bob Scott, Al Posnanski, Phil Salvail and Ellie Davis.

Minutes of December 11th, December 13th (part of December 11th), and December 28th. Motion by Scott Borthwick to approve the minutes of December 11th, December 13th (part of December 11th), and December 28th. Second by Marcia Littlefield. Unanimously approved.

2013 Budget Approval

The Board reviewed all of the articles for Capital Reserve increases or expenditures. (Proposed Articles 4 through 8). Motion by Scott Borthwick to approve all of the articles as drafted with a second by Marcia Littlefield. Unanimous approval.

The Board also reviewed the proposed water and sewer budgets as detailed in Article 2.

Motion by Scott Borthwick to approve \$87,577.00 as the budget to be raised and appropriated for Sewer with a second by Marcia Littlefield. Unanimous approval.

Motion by Scott Borthwick to approve \$83,532.00 as the budget to be raised and appropriated for Water with a second by Marcia Littlefield. Unanimous approval.

Water and Sewer

Samson gave a report indicating that John Coffey has started as our new Water & Sewer Superintendent. There are changes being made already to improve the system. Samson reviewed a proposed policy for compensation for on-call and weekend coverage. Motion by Marcia Littlefield to approve the on-call policy with a second by Scott Borthwick. Unanimous approval.

2012 Year End Summary

Samson reviewed all of the year end reports that showed we spent about \$22,000 less than budgeted and raised about \$81,500 in unexpected revenue plus another \$17,800 in revenue yet to come in from 2012. Property tax delinquencies were lower than expected.

Transfer Station – Multiple Loads

Samson indicated that we had one person deliver more than 5 pick-up truck loads of garbage last week. He indicated that he had received word today that the driver was doing a commercial clean-out of a house. He indicated that the driver would be cited for illegal disposal of commercial waste. There was a general discussion regarding limiting the number of truckloads that a person could drop off in one week. Motion by Scott Borthwick to approve a change to transfer station policy to restrict truckload deliveries to no more than two per permittee per week. Second by Marcia Littlefield. Unanimous approval.

Humane Society Contract

Samson reviewed the proposed contract between the Town and the Humane Society for the care of strays. Motion by Marcia Littlefield to approve the contract with a second by Scott Borthwick. Unanimous approval.

Town Wide Dinner

Samson discussed a proposal to hold a Town Appreciation Night Dinner at Cardigan Mountain School on Monday, March 11th at 6:00 PM to thank all full-time, part time employees, volunteers and members of Boards and Commissions. Cardigan is donating the meal and there will be a recognition program as well.

At 8:10, Selectman Borthwick moved to enter executive session to discuss personnel issues. Marcia Littlefield seconded the motion and it was unanimously passed.

At 8:20 Selectman Littlefield moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 8:21 PM Selectman Littlefield moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously.

Motion by Littlefield to adjourn with second by Borthwick. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Marcia Littlefield
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, January 22nd, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Marcia Littlefield, TA Mike Samson, Al Posnanski, Phil Salvail and Ellie Davis.

Minutes of January 8th, 2013

Motion by Scott Borthwick to approve the minutes of January 8th, 2013. Second by Marcia Littlefield. Unanimously approved.

Computer Services Contract

Samson reviewed the annual service contract for computer services with Twin Bridges and noted that there was a very nominal increase. Motion by Scott Borthwick to approve the contract. Second by Marcia Littlefield. Unanimously approved.

Water & Sewer Department Truck

Samson reviewed several trucks that were inspected as a potential Water and Sewer Department service truck. The two finalists were from Lakeview Auto and Shaker Valley and the least expensive was the Lake View Auto truck for \$5,025. Motion by Scott Borthwick to approve the purchase of the Lake View Auto truck for \$5,025. Second by Marcia Littlefield. Unanimously approved.

Potato Road Bridge

Samson reviewed correspondence from NH DOT indicating that the condition of the Potato Road Bridge had worsened and is now required to be posted for no more than 15 tons. Samson indicated that we are already exploring options with two different engineering firms for the repair and/or replacement of the bridge.

Recreation Coordinator

Samson reviewed the plan to hire a part time recreation coordinator that would be used to provide administrative support to Canaan, building of additional programs for both Canaan and Enfield, supervision of the Canaan Beach program, fundraising and coordination between Canaan and Enfield. He noted that the cost to Canaan is \$1,825 with the balance to be funded by Dartmouth Hitchcock and other grant sources. The hiring would be done by Enfield. Motion by Marcia Littlefield to approve the proposed part time Recreation Coordinator as described. Second by Scott Borthwick. Unanimously approved.

School Care Contract

Samson reviewed the "Not to Exceed" contract for renewal of health care in 2013 with School Care. Motion by Scott Borthwick to approve the acceptance of the guaranteed rates and authorize Bob Reagan to sign the letter. Second by Marcia Littlefield. Unanimously approved.

Auditing Contract

Samson reviewed the proposed engagement letter between the Town and Vachon and Clukay for auditing services and asked for approval. Motion by Scott Borthwick to authorize Bob Reagan to sign the engagement letter. Second by Marcia Littlefield. Unanimously approved.

Cross Country Appraisal Contract

Samson reviewed the renewal contract with Cross Country for the annual up-dating and asked for approval. Motion by Scott Borthwick to approve the contract. Second by Marcia Littlefield. Unanimously approved.

HEB Proposal for Goose Pond Road Culvert Site Work

Samson reviewed the proposal for HEB to do the site work necessary to start the engineering for Goose Pond Road culvert. He indicated that there was a choice between relining the culvert for \$308,000 and replacing the culvert for \$382,000. So far, there was not enough difference to reline the culvert given that the life expectancy is less than half using relining according to Chris Fournier. Motion by Marcia Littlefield to approve the contract for Site Work with HE Bergeron. Second by Scott Borthwick. Unanimously approved.

Booster Pump Policy

The Board reviewed the Booster pump policy for low pressure areas on the water system. Motion by Scott Borthwick to approve the policy. Second by Marcia Littlefield. Unanimously approved.

Other Business

The Recognition Dinner will be held at Cardigan Mountain School on March 13th, 2013 and will start at 5PM with the program to start at 6:15.

At 8:05, Selectman Borthwick moved to enter executive session to discuss personnel issues. Marcia Littlefield seconded the motion and it was unanimously passed.

At 8:31 Selectman Borthwick moved to come out of Executive Session. Littlefield seconded the motion and the motion passed unanimously.

At 8:21 PM Selectman Borthwick moved to seal the minutes and Selectman Littlefield seconded the motion. Motion passed unanimously.

Selectman Borthwick moved to authorize the expansion of employment of Barry Geddis to no more than 35 hours per week on the average at his current rate of pay and with his responsibilities to include cemeteries, government buildings and transfer station. Second by Littlefield. Unanimously approved.

Motion by Borthwick to adjourn with second by Littlefield. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Marcia Littlefield
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, February 26th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Marcia Littlefield, TA Mike Samson, Mechanic, Bayne Stone, Road Agent, Bob Scott and Transfer Attendant Jon Lounder. Motion by Scott Borthwick, second by Marcia Littlefield to go into executive session. Unanimously approved. At 6:50 PM, motion by Scott Borthwick to recess the executive session until following the open meeting with second by Marcia Littlefield. Unanimously approved.

Chairman Bob Reagan called the open session of the Board to order at 7:00 PM. In attendance, Selectmen Robert Reagan, Scott Borthwick and Selectman Marcia Littlefield. Also in attendance, TA Mike Samson, Al Posnanski, Stephen Windle, Marie Windle, Charles Neily, Robert Scott, Bob Cusick, Dave Barney and Wayne Morrison.

Minutes of January 22nd, 2013

Motion by Marcia Littlefield to approve the minutes of January 22nd, 2013. Second by Scott Borthwick. Unanimously approved.

Sale and Use of McKinstry Property

The Windles spoke with the Board about their interest in acquiring the ATV park and asked if the Town would have any problems with the continuation of the park and track area. The Board indicated that they did not object but noted that there were potential issues regarding whether all of the property in current use was in fact not being used for commercial activity. Samson indicated that he would meet with Windle to explain what was in current use and what the tax impact would be if the property were removed from current use.

AutoWare contaminated soil meeting

Samson indicated that DES and an engineer from Geo-Insights wanted to meet and review what the state was doing on contamination clean-up of the Ware property that is now owned by the Town. Samson invited the Board to attend and indicated that he would try to schedule a meeting during the first week of March.

Impact of Mascoma Bond

Bob Cusick, a business man from Enfield addressed the Board on the favorable impact of on property values that would result from a positive vote o the school bond. Likewise, he noted that a vote against the bond would hurt property values if Mascoma towns appeared to believe that the school system was not important. Samson indicated that there was an issue with any significant tax increase if marginal landowners were forced to sell or be delinquent in tax payments. There was a general discussion of ways the bond could have been reduced, was reduced why it was needed. Dave Barney pointed out that there were offsetting savings in employee health care costs and energy savings that would pay for the energy retrofit.

Furtherance of Legal Action against Local Government Center

There was a discussion of the potential refund that Canaan could receive if the suit against the Local Government Center was successful versus the cost of less than \$1,000 to join in the law suit with the other communities that were not able to participate in the premium refunds. The Board indicated that they would review the paperwork and sign-off by memo if they were in favor. (Memo was signed on February 28th).

Budget vs. Actual

Samson reviewed the current budget vs. Actual and noted that the year is young so no major issues have been encountered. He discussed why the Mechanic's supplies and equipment was running ahead of schedule. He also noted that revenues were running as anticipated.

Web Advertising Policy

Samson distributed a proposed policy governing free advertising on the web for commercial business as well as a future plan to sell display and classified advertising on the web. The consensus of the Board was to approve the policy as drafted.

NH DOT Application for Bridge Assistance

Samson reviewed the request drafted by HEB to add all of our bridges currently in jeopardy to the list of bridges requiring financial assistance. Samson acknowledged that we may not need to use state money for some of these repairs but at the very least, the money dedicated to the projects could be transferred to a more needy Canaan project that arises which would be helpful given the 12 plus year time lag between the request and the eligibility for funds. The application letters were signed by the Board.

Other Buisness

Marcia Littlefield moved that Bob Scott be employed at his current pay as the Highway Superintendent for the Town. Scott Borthwick seconded the motion. Unanimous approval. Scott Borthwick moved that Bayne Stone be appointed as a permanent employee having completed his probationary period successfully and that he receive a \$.50 per hour pay increase. Marcia Littlefield seconded the motion. Unanimous approval. At 8:52, Selectman Borthwick moved to reenter executive session to discuss personnel issues. Marcia Littlefield seconded the motion and it was unanimously passed. At 9:17 Selectman Littlefield moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 9:18 PM Selectman Littlefield moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously. Motion by Littlefield to adjourn with second by Borthwick. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Marcia Littlefield
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, March 12th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:10 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Marcia Littlefield, TA Mike Samson, Chief Sam Frank, Road Agent, Bob Scott, Al Posnanski and Phil Salvail.

Extension of Vacation Usage by Bob Scott

Bob asked that he be allowed to extend the time before he loses vacation time by 6 months as he has been unable to arrange for a vacation given his coverage for members of his crew. Selectman Borthwick moved to authorize a 6 month extension for us of vacation time by Bob Scott. Marcia Littlefield seconded the motion and it was unanimously passed.

Hill Climb Security Service

First, Sam recognized Marcia for the work she had done on the Board, thanked her for her efforts and wished her good luck in the future.

Sam also briefly discussed a police presence in West Canaan when the Canaan Department participated in an effort to arrest a Claremont armed robbery suspect. Sam next addressed the delinquency in payment by Ridgerunners of the fees owed for private duty officers in 2012. Sam noted that Ridgerunners usually run a little late on payments but are always paid up by year's end. There is still a balance in excess of \$3,000 due for service in 2012. Four invoices have been sent and they have been told personally that the bill needs to be paid prior to operation in 2013. Discussion revolved around the best approach to get the bill paid since that Town has already paid the officers. Marcia Littlefield moved that Samson mail a demand letter to Ridgerunners indicating that the bill needed to be paid by the end of March or the matter would be referred to the Town Attorney for collection and the Town would not provide future service but would require Ridgerunners to obtain service from another law enforcement agency. Scott Borthwick seconded the motion. Unanimous approval.

At 7:43, Selectman Borthwick moved to reenter executive session to discuss personnel issues. Marcia Littlefield seconded the motion and it was unanimously passed. At 8:05 Selectman Littlefield moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously. At 8:06 PM Selectman Littlefield moved to seal the minutes and Selectman Borthwick seconded the motion. Unanimously passed. unanimously. Motion by Littlefield to adjourn with second by Borthwick. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Marcia Littlefield
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, March 26th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and David McAlister, TA Mike Samson, Pat Jameson, Road Agent, Bob Scott, Denis Salvail, Philip Salvail, Ellie Davis, Larry Gaudette and Al Posnanski.

Re-Organization

Scott Borthwick moved to elect Bob Reagan as Chairman of the Board of Selectmen. Second by Dave McAlister and unanimously approved.

Minutes of February 26th and March 12th, 2013

Motion by Scott Borthwick to approve the minutes of February 26th and March 12th, 2013. Second by Dave McAlister. Scott and Bob voted in favor and Dave abstained.

Junk Yard Enforcement

Pat Jameson, Larry Gaudette were in attendance and Samson indicated action that needed to be taken on each of the properties belonging to Chuck Adams, Pat Jameson, Larry Gaudette, Scott Lepine and George Pappas. Samson indicated that he had not been able to contact Chuck Adams yet but would serve him with a notice. George Pappas will receive his first notice that starts the enforcement action. Everyone except Pappas will have a performance deadline of May 1st, 2013 that they will need to meet. In the event that they fail to meet that deadline, fines will be levied daily. Initial court action will start by June 1st so realistically, all parties must be in compliance by June 1st to avoid paying over \$1,000 a day. There was general discussion with the two property owners and Pat Jameson wanted to know why he was refused a license four years ago. Samson indicated that he was too close to the road (300' setback required). Jameson indicated that the State said the Board of Selectmen could waive that requirement. Samson indicated that the Board had no authority to waive a requirement and asked Jameson to provide him with some document or letter or law that allows such a waiver. The consensus of the Board was to send out the Notices of Violation.

Fire Department Officers

Samson presented a letter from the Fire Department listing the Officers selected by the Department for approval by the Board of Selectmen. Motion by Scott Borthwick with second by Dave McAlister to accept the recommended slate of officers. Unanimously approved.

Bear Hill Conservation Land

Samson reviewed the discussions leading to a management plan for the conservation of the Robie property in Canaan and the proposed statement of support for the transfer of the conservation easement to US Fish and Wildlife. Motion by Scott Borthwick with second by Dave McAlister to sign the statement of support. Unanimously approved.

Fire Works Contract

Samson indicated that we have been asked to sponsor the 4th of July Fireworks again at the Canaan Fairgrounds and Cardigan has agreed to pay \$5,000 for the performance (total

cost). Motion by Scott Borthwick with second by Dave McAlister to approve the contract with Northstar Fireworks for \$5,000. Unanimously approved.

Assignment of Board Members to Commissions and Committees

There was a general agreement that Dave McAlister would take over the responsibilities previously held by Marcia Littlfield and would serve on the Planning Board, Conservation Commission and Recreation Commission. All other representation would continue as designated in 2012 (Reagan on Trustees of Trust Funds, Cemetery Trustees, Library Trustees, and Capital Improvement Committee and Borthwick on Budget, Historic District, Museum Curators and Meeting House Preservation Committee.

Budget vs. Actual

Samson went through the budget and noted that there were some areas that would run over budget but generally, the budget was well within available funds and there were no surprises yet although it is only the end of the first quarter.

Other Business

Samson reviewed two requests for transfers from the general fund to non-lapsing accounts. Motion by Scott Borthwick with second by Dave McAlister to transfer \$4,209.01 from 2012 recycling revenue to the non-lapsing solid waste account pursuant to voter authorization and to transfer \$3,513.14 from current use fees to the Conservation Commission non-lapsing account pursuant to voter authorization. Unanimously approved. Samson asked that the GeoInsight contract for the management of the Autoware property be approved. Motion by Scott Borthwick with second by Dave McAlister to approve. Unanimously approved.

At 8:50, Selectman Borthwick moved to enter executive session to discuss personnel issues. Dave McAlister seconded the motion and it was unanimously passed.

At 9:10 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 9:11 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick with second by Dave McAlister to approve Richard Wheeler's pay at \$17.21 per hour, Dan Quimby at \$16.22 (upon CDL licensing), Sharon Duffy at \$17.50 for Information Technologist and Executive Assistant, and Bob Scott as Highway Superintendent at \$50,277 annually. Unanimously approved.

Motion by Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, April 9th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Dave McAlister, TA Mike Samson, Road Agent, Bob Scott, Al Posnanski. Peter Glynn and John Coffey.

Acceptance of Minutes for March 26th, 2013

After review of the minutes, Selectman Borthwick moved to approve the minutes as amended. Dave McAlister seconded the motion and it was unanimously passed.

Request to Annex Hanover Property to Canaan

Peter Glynn explained his request that the Town of Canaan annex property that he owns on Wolfeboro Road in Hanover to Canaan. He explained that he wanted to be able to put a horse facility on the land that had been owned by his family for decades. He indicated that his neighbors (or most of them) would support the effort to annex. Samson indicated that both Canaan and Hanover would have to approve the annexation by a 60% vote and the Legislature would have to approve the annexation. Samson indicated that Peter should have to bear the cost of the two elections and be responsible for advocating in the Legislature. There was discussion regarding what the own lines would look like and Samson was asked to get a larger map showing how the line could be drawn to annex Tunis Road and Wolfeboro Road including the properties on both sides of the Road. There was a general discussion that annexation would require the maintenance of two additional miles of road.

Transfer Station Discussion

Samson provided a detailed discussion of the Transfer Station and included the plans for HHW collections including the expenses and revenues. Al Posnanski asked that the net revenue from HHW collections be deposited in the non-lapsing Transfer Station Account. Samson noted that a separate warrant article would need to be prepared for the voters. He also noted that it was nearly impossible to make a quick purchase from the non-lapsing account and suggested that the voters be asked to change the process so that the Selectmen with the consent of the Solid Waste Committee could expend. Al said that the Committee would need to be formalized with regular members and terms.

Skate Board Ramps

Bayne Stone asked for permission to take the old fiberglass skate board ramps from the gravel pit. Samson indicated that the ramps were a safety issue at the playground and would not be used again and had no value. The consensus of the Board was to let Bayne take the ramps provided that he signed a waiver and indemnification of liability holding the Town harmless for any use he would make of them

Richard Wheeler – Junk Yard

Selectman Borthwick moved to authorize Bob Reagan to sign Wheeler's junk yard license application. Dave McAlister seconded the motion and it was unanimously passed.

List of Equipment to be Auctioned

Samson provided a list of equipment that would be auctioned to clear title from the Henley clean-out. The plan is to auction equipment piece by piece for selected pieces and then solicit bids on a per ton basis and lump sum basis from each scrap metal dealer. Samson will contact Grimmel, Schneitzer and Earth Waste as well as local junk dealers.

Budget vs. Actual

Again, the major issues to watch are in the area of heating fuel consumption and repairs to equipment. Revenue is still on track so far.

Payroll Authorization

Samson indicated that there was no formal authorization signed for compensation as of January 1st, 2013 although we were paying in accordance with the 1.7% cost of living adjustment except for the few employees who had specific authorizations based on wage reviews and previously approved. Selectman Borthwick moved to authorize the January 1st payroll authorization list. Dave McAlister seconded the motion and it was unanimously passed. The Board signed the authorization.

Other Business

A request for a raffle at Cardigan Mountain School was approved by consensus. Samson was told that a new flag and rope are on the map files in the boiler room.

At 9:00, Selectman Borthwick moved to enter executive session to discuss personnel issues. Dave McAlister seconded the motion and it was unanimously passed. At 9:55 Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously. At 9:56 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Unanimously passed. Selectman Borthwick moved to authorize Jon Coffey to supervise transfer station daily operations for no more than 2 hours per day. Dave McAlister seconded the motion and it was unanimously passed.

Selectman Borthwick moved to authorize the application of Bruce Averine for a tax deferral that was submitted two weeks late. Dave McAlister seconded the motion and it was unanimously passed.

Motion by Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Dave McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, April 23rd, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Dave McAlister, TA Mike Samson, Road Agent, Bob Scott, Al Posnanski, Phil Salvail, and Ellie Davis.

Acceptance of Minutes for April 9th, 2013

After review of the minutes, Selectman McAlister moved to approve the minutes as amended. Scott Borthwick seconded the motion and it was unanimously passed.

Request to Annex Hanover Property to Canaan

The Board reviewed the Draft of a potential annexation boundary line. The consensus of the Board was that they had no objection to proposing the annexation to the voters of Canaan provided that Peter Glynn pay for all expenses related to a special election and shoulder all responsibility for advocacy in the New Hampshire legislature should both Towns approve the referendum as well as all legal fees incurred by the Town of Canaan that are associated with the effort.

GeoInsight

Samson reviewed application for reimbursement on the UST remediation on the Ware property. Selectman Borthwick moved to authorize the reimbursement application for GeoInsight. Dave McAlister seconded the motion and it was unanimously passed.

Sexsmith Water/Sewer Abatement

Samson reviewed the application by Louella Sexsmith for an abatement of her water and sewer bill that reflected water that discharged during a episode with broken water pipes this past winter. There was an agreement that the portion of the sewer bill related to the broken pipes as evidenced by a comparison with regular usage should be abated. Selectman Borthwick moved to abate the water and sewer bill by reducing the total to \$234.31. Dave McAlister seconded the motion and it was unanimously passed.

Retirement and Part time Help

Samson reviewed the requirements of the State Retirement System that we withhold contributions from any employee working 35 hours or more a week. This impacts at least one employee and we will need to address this issue. Additionally, we need to offer every employee the option of getting health care under our health plan if they work at least 30 hours per week. There is no Town contribution to the payment until the employee reaches 35 hours per week, but employees would still be able to obtain coverage at their own expense. There was general discussion about extending coverage to all regular employees at their own expense if they wished to pay for the coverage. Selectman McAlister moved to authorize the option to purchase health insurance at the employee's own expense if they work less than 35 hours per week provided that the person receives an annual W2 and is regularly employed by the Town, even if intermittently employed. Scott Borthwick seconded the motion and it was unanimously passed.

Development

Samson reviewed discussions with Dave Zani, Matt Dow and a potential buyer of the Speedway that would have a town impact and how those plans could improve the community.

Telephone System

Samson indicated that the purchase order was delivered for the new phone system to Statewide Communications. It is anticipated that the phone system should be installed by Labor Day.

Metal Auction Notice

Samson reviewed the solicitation for the equipment auction and the scrap metal auction and indicated that two major bidders are planning on attending. The auction is scheduled for June 8, 2013 at the Town gravel pit.

Tax Sale Letters

Samson distributed copies of the tax sale notice letters that would be going out this month. There were no suggestions for changes and Samson was directed to send out the notices. Not included at this time would be properties where estates or other impediments were involved.

Budget vs. Actual

Samson reviewed the budget through the first third of the year. He noted that so far we would over spend about \$20,000 in various accounts but that we would under spend \$28,000 in other accounts. He acknowledged that it was early in the year and major events could alter the picture. He also indicated where we could off-set \$53,000 from budgeted lines to be used as a contribution towards the purchase of a low hour used excavator. The total price would be just over \$90,000 and we would use the \$53,000 in savings together with \$29,000 available in next year's budget plus any surplus available at the end of this year to purchase the excavator. Samson indicated that Chadwick BaRoss was willing to set up the purchase as a lease purchase over 10 months. The Board indicated that we would need to complete the purchase within 12 months and that we have an absolute right to cancel the lease purchase on January 1st of 2014. Selectman Borthwick moved to authorize entering into a lease purchase with a price of approximately \$90,000 with the provision that the lease purchase could be cancelled for lack of money in 2014. Dave McAlister seconded the motion and it was unanimously passed.

Trash Tractor

There was a discussion about taking money from the solid waste non-lapsing account (currently at \$21,000) to purchase a tractor with a wet kit to haul the live floor trailer used to haul trash to Lebabon. Samson noted that there was currently enough funding in the operating budget to do the hauling locally. The plan would be to take the funding from the operating budget this year and ask the voters to reimburse the general fund from the non-lapsing fund at the next annual meeting. The payback period would be about 4 years. Al Posnanski spoke in favor of using the recycling money to acquire the tractor. Samson noted that there was a tractor currently available in Cazanovia, New York at auction that looked good. Selectman McAlister moved to authorize the bid of up to \$10,000 on the

tractor subject to a review by Bob Scott and any other relevant person indicating that the truck was in satisfactory condition. Scott Borthwick seconded the motion and it was unanimously passed.

Other Business

A discussion was held on whether to revise the personnel policy for foul weather protective gear and boots as prices had increased. Selectman Borthwick moved to authorize the expenditure of up to \$150 per person for steel toed boots and up to \$100 each for coveralls and coats per employee per year but only if the items were needed. Dave McAlister seconded the motion and it was unanimously passed.

At 9:00, Selectman Borthwick moved to enter executive session to discuss personnel issues. Dave McAlister seconded the motion and it was unanimously passed. At 9:36 Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously. At 9:37 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Unanimously passed.

Motion by Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Dave McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, May 14th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and David McAlister, TA Mike Samson, Mechanic, and Highway Superintendent, Bob Scott. Motion by Scott Borthwick, second by Dave McAlister to go into executive session. Unanimously approved. At 6:50 PM, motion by Scott Borthwick to recess the executive session until following the open meeting with second by Dave McAlister. Unanimously approved.

Chairman Bob Reagan called the open session of the Board to order at 7:00 PM. In attendance, Selectmen Robert Reagan, Scott Borthwick and Selectman Dave McAlister. Also in attendance, TA Mike Samson, Bob Scott, Al Posnanski, Ellie Davis, Danny Ware and Phil Salvail.

Minutes of April 23rd, 2013

Motion by Dave McAlister to approve the minutes of April 23rd, 2013. Second by Scott Borthwick. Unanimously approved.

Board of Abatement

Selectman Borthwick moved to appoint three members of the Board of Abatement as recommended by the Planning Board and listed below. Dave McAlister seconded the motion and it was unanimously passed.

Mike Roy, three year term expires 2016

Scott Berry, remainder of Lepore's term expires 2014

Marcia Littlefield alternate, three year term expires 2016

Up-Dates

Excavator Purchase

Samson indicated that the paperwork had been completed to enter into a 8 month lease purchase for a 2007 Volvo EC 160 excavator from Chadwick Baross. The purchase price is \$90,395 and the monthly lease will be \$7,449.72. All lease payments will be applied to the purchase price and the Town will pay off the balance after the first of 2014. Payments for 2013 are coming from HW contracted services and road reconstruction and will also come from there next year. The lease purchase was approved prior to submission by the Board of Selectmen.

Paint and Paving RFP's

Samson distributed proposed RFP's for painting of the Meeting House and for annual paving. The consensus of the Board was to send them out.

Samson reported that the telephone system purchase order that was approved last December was delivered to Statewide Communications. The contract will replace the telephone systems in the Town Office, the Library, the Police Department, the Fire Department and the Highway Department. The total cost is \$14,528. An additional

\$2,500 will be needed to have Allan Treadwell rewire parts of the system and will come from the Data Processing budget line.

Water Line Replacements

Samson distributed the purchase orders for the work to replace the water lines. The amount is \$5,600 payable to EJ Prescott, has been signed by the Board and work will start this month with the Highland Ave. line.

Town Forest Conservation Easement

Dave McAlister passed on the request by the Conservation Commission that the Town draft and prepare for voter approval a Conservation Easement on the Town Forest on Rout 4. There was a consensus of the Board directing Samson to write up the article for approval at the next Town Meeting.

Budget vs. Actual

Samson reviewed the expenses and income to date. He indicated that the expenses were still as anticipated and that we should end the year with about \$20,000 available. On the revenue side, he expects that the tax bills will be sent around the end of the month and indicated that we still had about \$80,000 left in the account to cover expenses over the next three weeks.

Credit Card Policy

Samson passed out a proposed credit card policy to allow the Town to have a credit card and use it for limited purposes. The card would be restricted to emergency use or pre-authorized use with caps on the use and personal indemnification by the person using the card. Selectman Borthwick moved to authorize a credit card with a limit of \$1,500 and subject to the proposed policy. Dave McAlister seconded the motion and it was unanimously passed.

Emergency Alarms

The Board discussed whether to explore the installation of panic alarms in the Town Office and the Library. Samson indicated that it would be in the \$500-\$800 range and the by consensus Board directed Samson to get a quote for the work.

Other Business

Samson reported on the progress with Junk Yard enforcement. He indicated that the criminal citations will be issued to Gaudette and Lepine.

Friends of Canaan Village and the Farmers Market requested the traditional use of the Common for the Farmer's Market and other usual events. The consensus of the Board was to approve the Farmers Market and the use by the Friends of Canaan Village.

Al Posnanski indicated that the 4-H would be doing road-side clean-up on Saturday May 18th and would be dropping the trash at the transfer station.

At 7:38, Selectman Borthwick moved to reenter executive session to discuss personnel issues. Dave McAlister seconded the motion and it was unanimously passed.

At 7:40 Selectman McAlister moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 7:40 PM Selectman McAlister moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously. By consensus, Samson was directed to see if he could locate funds to hire a high school student as an assistant for Bob Scott for 20 hours a week. Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, June 11th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and David McAlister, TA Mike Samson, and Chief Sam Frank. Motion by Scott Borthwick, second by Dave McAlister to go into executive session to discuss potential litigation . Unanimously approved. At 6:50 PM, motion by Dave McAlister to recess the executive session until following the open meeting with second by Scott Borthwick. Unanimously approved.

Chairman Bob Reagan called the open session of the Board to order at 7:00 PM. In attendance, Selectmen Robert Reagan, Scott Borthwick and Selectman Dave McAlister. Also in attendance, TA Mike Samson, Bob Scott, Al Posnanski, Phil Salvail, John Coffey and Jeff Majewski.

Minutes of May 14th, 2013

Motion by Scott Borthwick to approve the minutes of April 23rd, 2013. Second by Dave McAlister. Unanimously approved.

Canaan Speedway

Samson reported that there were numerous complaints from the Jerusalem Road area about the noise during the hill climb. He also reported that he had conversations with the potential buyer of the Speedway indicated that the sale was likely and that the issue of the ballfield was the last issue to be addressed.

Autoware Sale of Property

Moved to executive session

Painting Contract Meeting House

Samson reviewed the two proposals received to paint the Meeting House and the Museum. The recommendation of the Preservation Committee and Samson is to go with Dan Collins and paint the north and south walls of the Meeting House and to paint the north, south and west walls of the museum. Selectman Borthwick moved to award the contract for the five walls to Dan Collins based on the estimate provided using the Mad Dog primer. Dave McAlister seconded the motion and it was unanimously passed.

Goose Pond Bridge

Samson indicated that the preliminary hydrology engineering indicated that the Goose Pond Road Bridge could not be replaced with two culverts but would need a clear span instead that would remove flood water obstructions posed by using the two separate culverts. That finding would also eliminate the possibility of relining the existing culverts. Samson also noted that HEB indicated that the cost of the clearspan would be in line with earlier projections of \$350,000 to \$400,000 with 80% coming from the State.

Budget vs. Actual

Samson presented the financial statement and indicated that revenues were running ahead of schedule and that expenses were running about the same as previously described. Further examination of the heating costs indicated that there would be a smaller overage in expense than anticipated. Overall, the potential savings exceeded the overages by about \$26,000 which included factoring in the replacement truck body for the 10 wheeler. Part of the truck body cost would come from water and sewer to offset use of Highway labor and equipment for water and sewer.

Town Office Alarms

Samson reviewed the proposal from Alarmco for panic buttons in the Library and the Town Office. Motion by Scott Borthwick to approve the purchase and installation of 4 panic buttons for \$967. Second by Dave McAlister. Unanimously approved.

Fire Works Permits

Samson distributed the permit application for the 4th of July Fireworks. The cost is being paid by Cardigan Mountain School. Motion by Scott Borthwick to approve the permit application. Second by Dave McAlister. Unanimously approved.

Bath House Electric Door Lock

There was a brief discussion about the possibility of putting the bath house door on an automatic closer with a time lock. While possible, the cost would be over \$1,000. The consensus of the Board was to not get the lock.

Capital Reserves – Water & sewer

Samson reviewed the draft language for the creation of two separate capital reserve accounts with one each for water and sewer. Motion by Scott Borthwick to approve the the creation of the two accounts with the language attached. Second by Dave McAlister. Unanimously approved.

Credit Card Policy

Samson reviewed a redrafted credit card policy since we found that it was impossible to get a pre-paid card that matches our needs. The new policy has the same protections but will be a limited credit card issued by Mascoma Savings Bank. Motion by Scott Borthwick to approve the new credit card policy attached. Second by Dave McAlister. Unanimously approved.

At 7:55, Selectman Borthwick moved to reenter executive session to discuss sale of property and invited Jeff Majewski to participate. Dave McAlister seconded the motion and it was unanimously passed.

At 8:22 Selectman McAlister moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 8:23 PM Selectman McAlister moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously. Motion by Scott Borthwick to have

Bernie Waugh review the actions of the Board in warning the Autoware property sale, giving notice to Danny Ware to vacate the property, adding costs and penalties and the limits on such activities. Second by Dave McAlister. Unanimously approved.
By consensus, Samson was directed to get a new flag and rope on the Library flagpole.
Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, June 25th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and David McAlister, TA Mike Samson, and Sherri Farrell. Motion by Scott Borthwick, second by Dave McAlister to go into executive session. Unanimously approved. At 6:48 PM, motion by Scott Borthwick to recess the executive session until following the open meeting with second by Dave McAlister. Unanimously approved.

Chairman Bob Reagan called the open session of the Board to order at 7:00 PM. In attendance, Selectmen Robert Reagan, Scott Borthwick and Selectman Dave McAlister. Also in attendance, TA Mike Samson, Al Posnanski, Phil Salvail, Ellie Davis and Bob Scott.

Minutes of June 11th, 2013

Motion by Dave McAlister to approve the minutes of June 11th, 2013. Second by Scott Borthwick. Unanimously approved.

Canaan Speedway & Elliot Field

There were no residents in attendance to lodge additional noise complaints about either the Speedway or the Hill Climb. Samson reported that he had verified with Tillman Gerngross that he was still planning on purchasing the Canaan Speedway and building a road track to race vintage race cars. Samson also noted that discussions were continuing regarding the use of Canaan Hall. The intent is to sign a lease with the Town for a nominal sum for the use of the hall and the parking area near the hall. The Town would exempt the hall and parking area from taxes which would cost the Town about \$5-7,000 a year. Offsetting the reduction would be in excess of a million dollars invested in new infrastructure on the property. The Town would operate the hall as a community center open to the public and as a venue for recreation programs. The revenue from the use of the hall would have to support heat, lights, maintenance and capital improvements. Gerngross also wants to move the existing Elliot Field from the property to a new location in the Town. Samson indicated that he had asked the Mascoma District for permission to move the field to the north end of the Elementary School property with the understanding that we would maintain that field and the cost of moving would be covered by the buyer and seller. The Town would have priority in use of the field. The school board is addressing the issue tonight. Samson noted that the only way that all of the parties could afford the move would be if the Highway Department did all of the excavation and moving work and only contract out the electrical and fence work we couldn't do. The Board suggested that the school mow the field to share in the maintenance cost. Ellie Davis questioned how we could afford the high electrical cost for the lights on the field. Samson indicated that the total electrical bill for all of Williams Field including the ball fields, horseshoes, the buildings and parking was between \$500 and \$1,000. Ellie questioned whether that included the skating rink. Samson indicated

that it did. The Board asked that Samson develop a list of the teams and organization that will use the field. Samson indicated that he would get costs on the electrical and fencing and the level of use and consult with the Board individual on Friday so a response can be given to Gerngross.

Autoware

Samson indicated that there were discussions with Danny Ware regarding the Autoware property and a third party had alleged that the Town had inappropriately taken title and possession of the Autoware property. Samson indicated that he had asked Bernie Waugh to review the process that was used with the tax deeding of the property, the computation of payments necessary for redemption and the take-over of possession of the property. Waugh indicated the process and amounts subject to collection were all appropriate.

Delinquent Taxes

The Board authorized Tax Deed Forebearance Agreements with Doug and Evan Hammond and Earl Pike. Motion by Scott Borthwick to approve the Forebearance Agreements. Second by Dave McAlister. Unanimously approved. Samson noted that the heirs of the Wescott estate were requesting that the Town take the property by tax deed, clean it out and sell the property for the taxes and costs with the balance to be paid to the heirs of the estate. The consensus of the Board was to do so.

Champney Trailer

Samson indicated that the trailer was half removed and that he would contact Jason Fields about completing the job.

Senior Center

Samson reviewed a proposal by NH HHS to sole source contract all Title 20 (federal) services to save on state staff needed for contract administration. This would put all Senior Center meals programs and hospice and home health programs under the control and operation of one contractor that would bid the service. As a large proportion of the Senior Center programs use volunteers and donated food they may be seriously jeopardized by the change. Certainly accountability locally would disappear and monies available for programs would be spent on profit and contract management costs that would shift to the contractor with perhaps no real oversight.

Transfer Station Holidays

The Board consensus was to change the transfer station holidays so that transfer station employees get every holiday off except when two holidays are back to back such as Thanksgiving and Christmas Eve.

Health Care

Samson highlighted the results of the first health care meeting which identified that major issues facing the health care system (cost, access, quality of care) and what 90 local people wanted for local health care at the primary care level. The second meeting will

prioritize the local needs and will be held at Mascoma High School on June 18th. He has also had good cooperation and feedback from Dave Beaufait and Ed McGee and John Croteau as well as many other professionals.

Paving Bids

Samson reviewed the paving bids. Initially, Pike had the lowest bid but had a mistake in the computation that raised their bid to the highest bid. Blaktop came in second but Bob Scott indicated that he would rather reject the bid as the issues surrounding the last paving performed by Blaktop had never been resolved. He recommended the second lowest bid of \$186,193 submitted by United. Motion by Scott Borthwick to approve the bid of United. Second by Dave McAlister. Unanimously approved.

Junkyards

Samson indicated that both Gaudette and Lepine has met their requirements at this time and recommended that the criminal cases be dropped. He noted that the next enforcement would be against Tim Lewis if the sub-division plans aren't submitted by his engineer, Erin Darrow.

Other Buisness

Recreation hires were reviewed and approved by the Board.

The next meeting of the Board will be at the Meeting House at 7 PM.

Bob Reagan asked that the crosswalks be painted before old home days.

Samson asked that the general assistance standards for food and shelter be revised to reflect the market conditions for rental housing. Motion by Dave McAlister to approve the revised standards attached. Second by Scott Borthwick. McAlister and Reagan in favor and Borthwick against.

At 8:27, Selectman Borthwick moved to reenter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:42 Selectman McAlister moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 8:43 PM Selectman McAlister moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to send a letter to Sherri Farrell listing the conclusions reached regarding her application and a requirement for additional information to make further modifications and authorization to release a held check for \$300 and issue a second check for \$300. Second by Dave McAlister. Unanimously approved.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, July 9th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:05 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, TA Mike Samson, and Phil Salvail.

Minutes of June 25th, 2013

Motion by Scott Borthwick to approve the minutes of June 25th, 2013. Second by Bob Reagan. Unanimously approved.

Canaan Speedway

Samson reviewed the draft agreement for the use of Canaan Hall between the Town and Tillman. The Board asked that we get a written agreement for access to the Canaan Hall area. Samson was also asked to add the ability to cancel after the first year in light of the fact that the agreement is year to year after the first two years. There was unanimous agreement to approve the Agreement

Autoware

Samson reviewed the proposal to take over the Autoware property and reported on the willingness of the Friends of Canaan Village to facilitate the transfer to the Town. The Town will not buy the property but will accept the property subject to voter approval and provided that funding is provided to develop the property. The property would be developed for parking and for a retail outlet to market Canaan arts, goods, services and food products. The property will have to pay a payment in lieu of taxes and will have to be sustainable or will be sold. Samson indicated that the final language is being completed for an Acquisition Agreement with Autoware and Danny and Linda Ware. Unanimous consensus to go forward with the proposal.

Transfer of Funds for 10 Wheel Dump Truck

Samson discussed a memo to direct the deposit of \$90,000 into the Highway Capital Reserve Account and to transfer funds to the General Fund in the amount of \$157,572 for the purchase of the 10 wheel dump truck. The Board signed the memo directing Gloria and Cindy to make the necessary transfers.

Water & Sewer

Samson reported that John will be sitting for the exam on July 18th and that Samson will be arranging for operator coverage for a month to cover the gap between the exam and certification.

Meeting House Glass

Samson reported that the Meeting House Preservation Committee is working on a plan to restore the windows at the Meeting House and anticipates that the project may take as much as \$30,000. They will decide on how to raise the money during the next few

months. One option may be to train volunteers to work on the windows. Other options would include naming plaques on the windows and doing the work over several years.

Recreation

So far, the Recreation Commission has raised nearly six thousand dollars in grants and gifts. A spaghetti dinner raised nearly \$2,000. The swim program for 2014 is secure at this point. Kati Jopek is doing a great job at organizing activities in the town and between towns.

Budget vs. Actual

Samson discussed an up-dated projection for the rest of the year and indicated that while the budget is very tight in light of all of the capital expenses and vehicle repairs, there is still enough security with the availability of at least \$20,000 in cushion if necessary.

Other Business

Intent to cut. The Board signed an intent to cut.

The Board reviewed the applicants for lifeguards and swim instructors and their respective rates of pay. Selectman Borthwick moved to authorize the hires and pay-rates. Bob Reagan seconded the motion and it was unanimously passed.

Carolyn Barney, Sadie Wells and Doreen Wyman are up for term renewal on the Meeting House Preservation Committee. Selectman Borthwick moved to reappoint Carolyn Barney, Sadie Wells and Doreen Wyman to the Preservation Committee. Bob Reagan seconded the motion and it was unanimously passed.

At 7:53, Selectman Borthwick moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 8:08 Selectman Borthwick moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:09 PM Selectman Borthwick moved to seal the minutes and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by Reagan. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, July 23rd, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, TA Mike Samson, Al Posnanski, Bob Scott, Chris Fournier, Matt Dow; Steven Freese, Jim Rancore, Carol Goodman, Alan Ricard, Sam Frank and Phil Salvail.

Minutes of July 9th, 2013

Motion by Scott Borthwick to approve the minutes of July 9th, 2013. Second by Bob Reagan. Unanimously approved.

HEB - Goose Pond Bridge

Chris Fournier reviewed the preliminary engineering regarding bridge options and indicated that the only realistic option was a clear span bridge and recommended pre-cast concrete decking. Motion by Scott Borthwick to approve the proposal. Second by Bob Reagan. Unanimously approved.

Request to Make High Street One-Way

Samson reported that it was at the discretion of the Board of Selectmen. General discussion indicated an agreement to make the road one way going north from the Reagan Road intersection to the intersection with Canaan Street conditioned on approval from Highway Superintendent, Chief of Police and authority of Selectmen to make the decision.

Acquisition of Tractor for Trash Hauling

Samson reported that the Town had acquired a used tractor capable of hauling our live floor trailer for \$7,500 and even with improvements not to exceed \$1,000 the tractor would be well within the authorization of \$15,000 and would save at least \$10,000 a year.

Delinquent Taxes

Samson reported that Schatz and Burke had paid their delinquent taxes. The next properties for sale will be Moore and Vincelette.

Old Home Days

Samson reported that the Old Home Days Committee had requested their annual contribution of \$1,000. Motion by Scott Borthwick to approve the request. Second by Bob Reagan. Unanimously approved.

Terhune Request for the Meeting House

There is a memorial service for Dietrich Shauuff and the family had requested a waiver of the alcohol rule for a family tradition that is part of the service. Motion by Scott Borthwick to approve waiver. Second by Bob Reagan. Unanimously approved.

FAST Building Proposal

Samson reviewed the final proposal for the construction of an addition between the Police Station and the Fire Station at the expense of the FAST Squad. The proposal would increase the annual charge by \$7,500 over the amount budgeted in 2013 but would have inflation protection for 20 years. The business plan was reviewed that supports and funds the addition by generating new revenue and makes it possible to have 24 hour a day coverage at the FAST Squad. Motion by Scott Borthwick to approve the plan to construct the addition and to sign a 20 year contract with the FAST Squad at \$65,000 per year with the understanding that any other increases would need specific approval and be for extraordinary events. Second by Bob Reagan. Unanimously approved.

Budget vs. Actual

Samson discussed an up-dated projection for the rest of the year and indicated that we still have a very tight budget but should end the year with a nominal surplus.

Health Plan

Samson reviewed the status of the Mascoma Valley health plan and indicated that there is a work group building a staffing plan and budget for a regional facility.

Equipment Sale

Samson indicated that he will be warning an equipment sale of titled equipment formerly owned by Henley on August 19th at 5 PM at the gravel pit.

Realtors

The Board discussed listing the Bates and Wescott properties with a realtor. Samson was told to discuss the plan with Doreen Wyman and sign the agreements when both are legally owned by the Town and the Wescott property is cleaned out.

Recreation Camera System

The problem of vandalism at Williams Field was discussed and options for night vision cameras to monitor the property were reviewed. Samson indicated that he would use the 2012 purchase order to buy a camera system for the area.

Septage Pits

Samson reviewed how the pits were closed in late 2012 and never officially reopened. Rates were discussed as was the Town's current payment policy (cash). The pits have been reopened. The rates were tabled until a later time. Motion by Scott Borthwick to approve a payment policy of net 30 days for commercial haulers. Second by Bob Reagan. Unanimously approved.

Other Business

None

At 8:45, Selectman Borthwick moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 8:55 Selectman Borthwick moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:56 PM Selectman Borthwick moved to seal the minutes and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to approve the recommendation of Samson and Therriault regarding a public assistance applicant dated this date. Second by Bob Reagan. Unanimously approved.

Motion by Scott Borthwick to approve the transfer of two inoperable wreckers to Ritchie Wheeler and the gooseneck trailer to Bob Scott in exchange for the use of their personal equipment used to remove the Henley equipment. Second by Bob Reagan. Unanimously approved.

Motion by Scott Borthwick to adjourn with second by Reagan. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, August 13th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Al Posnanski, Bob Scott, John Bergeron, Kevin Hurley, Benjamin Hurley, Samantha Hurley, Sawyer Lyman, and Phil Salvail.

Minutes of July 23rd, 2013

Motion by Scott Borthwick to approve the minutes of July 9th, 2013. Second by Dave McAlister. Unanimously approved.

Boy Scouts

The Board welcomed Sawyer Lyman and Benjamin Hurley as our newest Eagle Scouts and Samantha Hurley for receiving the Venturing Silver Award. The Board presented each with a certificate of achievement for completing the requirements for each of their distinctions as well as the community service they provided.

Museum Curator

Samson distributed a draft job description for the Town Historian's position that was based on typical descriptions in New York State which has similar positions. It was designed to reflect the current duties of Donna Zani Dunkerton. It focused on being a town resource, independent and knowledgeable about town history. The Board asked that the Curators, Donna and Historical Society review the job description. Motion by Dave McAlister and second by Scott Borthwick to table to next meeting. Unanimously approved.

Water System

Samson reported that John Coffey was being covered temporarily by Dana Arey of Pathways Consulting. He also reported that our conservation efforts were paying off. The last quarter showed that we accounted for all but 13% of our water usage and was in compliance with state requirements.

FAST Addition

Samson indicated that the FAST addition, as amended to increase the square footage of the addition, was approved by the Planning Board.

CIPC Report

Samson handed out copies of all of the Capital Improvements Program sheets detailing the future plans for capital assets over the next 20 years. He indicated that there was sufficient funding for equipment and roads but that there were no long term funds for buildings which require an appropriation of at least \$40,000 in the near future and bridges would need an appropriation of at least \$25,000 a year within 2 years. The schedule for dump trucks is 15 years across the board and may be too optimistic.

Highway Report

Mike Samson and Bob Scott reviewed the current work plan for highways. Paving is about to be done on Turpike Road and Talbert Hill. Crushing, dirt road reconstruction, replacement of Follansbee Road water line, and relocation of the Elliott Field ball park to the Elementary school (removal this fall).

Police Department

Samson reviewed the arrest reports for the Police Department and indicated that the arrest load has more than doubled in the last five years and was still increasing. This creates a personnel issue in that officers spend a great deal of time on investigations, preparation of arrest warrants, trial preparation and testimony. Much of that effort is scheduled at the discretion of the Courts and Prosecutor and makes manpower scheduling more difficult.

Swim Program

Samson reported that the swim program had 38 registrations and 7 scholarships that were funded by the Social Summit Lodge #50 Masons.

Canaan Speedway

Samson indicated that the Town would take over Canaan Hall by mid-October and that we were scheduling Chappy's Thanksgiving dinner and a Halloween dinner and dance. At this time, the Town will only control Canaan Hall.

Budget vs. Actual

Samson reviewed the budget and indicated that it is still very tight but hoped that there would eventually be a surplus of \$15,000 to \$20,000 by the end of the year.

Other Business

John Bergeron asked that the following changes be made to the Historic District:

New alternate members:

Kris Burnett expires 2016

Joanne Miller expires 2015

Renewed regular member

Dan Fleetham Sr. expires 2016

Renewed alternate member

Charles (Skip) Baldwin expires 2016

Kevin Schwamb has resigned.

High Street One Way

The Board considered the request to make High Street one way going North starting at the intersection of Reagan Road and High Street and continuing North until merging with Canaan Street. No action was taken.

It was recommended that the Recycling Committee be re-established and that we should ask for volunteers on the transfer station sign and on the web.

At 8:08, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:50 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:51 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to approve legal action against Henley and to continue the contract for \$700 with Ed Grinley to clean out the Wescott house. Second by Dave McAlister. Unanimously approved.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, August 27th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Al Posnanski, Bob Scott, Gary Wood and Phil Salvail.

Minutes of August 13th, 2013

Motion by Scott Borthwick to approve the minutes of August 13th, 2013. Second by Dave McAlister. Unanimously approved.

Water System Report

Samson reported that John's license was approved for the proper grade levels. He also reported on the installation of the new Follensbee line.

Health Care Report

Samson reported that 95 people attended the last community health care meeting on August 20th, 2013. Of those, 66 were first time attendees. He indicated that there was a high probability that a clinic would be created. The next meeting will be in October and a final budget and staffing plan will be completed. After that meeting there will be a pledge drive to see if there are sufficient people pledging to join to warrant the clinic.

Budget vs. Actual

Samson noted that the budget was very tight with only \$6,766 in unspent reserves.

2014 Budget

Samson went through the 2014 budget extensively and indentied that there were several expenses that we one-time expenses that would increase the budget significantly. A new lift system for repairs would cost the town \$45,000 and was not budgeted in the capital reserve budgeting. A second item is the second payment for the excavator which would be \$40,000. A third item is for \$32,000 for the partial payment of the SCBA replacement for the Fire Department. The \$32 thousand is an increase of \$18 thousand over this years. These items total \$103,000 aginst the overall budget increase of \$96,065. He indicated that the projected pay increase would be 1.8% as of July. Although the total expense budget is higher, it is balanced by existing revenue and would not require a tax increase.

No Other Business

At 8:15, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:45 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:46 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, September 10th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Al Posnanski, Bob Scott, Ellie Davis and Marcia Littlefield.

Minutes of August 27th, 2013

Motion by Dave McAlister to approve the minutes of August 13th, 2013 as amended.
Second by Scott Borthwick. Unanimously approved.

Water System Report

The line replacement on Follansbee is complete.

Samson reported that we have an issue with sedimentation in the water and John believes it is in the water purification tanks. John will be closing the system down to clean it.

Canaan Hall

The Board, Tillman Gerngross, his wife and board guests toured Canaan Hall and discussed the relationship between Tillman and the Town. All parties expressed a desire to work together to make the hall available to the community. Issues that will need to be addressed include replacement of the overhead door at the far end of the hall, installation of attic vents and a fence at the east end of the hall. Samson was directed to get Patriot Fuel to clean and check the furnace and get some idea of what it would cost to heat the building. The land between the hall and the road would be included in the agreement as would the gazebo. There would be further conversations about the grandstand. The Town would give a tax abatement on the building and land it occupies as long as it is operated by the Town. The Town will raise \$3,605 a year to go towards capital improvements to Canaan Hall and the public area. Motion by Dave McAlister and second by Scott Borthwick to sign the agreement. Unanimous approval.

Autoware

There was a general discussion of the price for building a 60' by 40' building on the lot and the business plan that would support the economic development use. Samson indicated he would draft a business plan. It was noted that the Friends of Canaan Village had a sub-committee that would make recommendations regarding the property.

Budget vs. Actual

The budget continues to be very tight and expenditures will be watched to make sure we stay within the budget. The unencumbered balance is a little over \$3,000 based on current year end estimates. There may be additional margin before the end of the year.

2014 Draft Budget

Samson handed out a slightly revised budget that went to the Budget Committee on September 5, 2013. There were additional costs that needed to be added in the Highway

and Mechanic Departments. The budget still has sufficient revenue such that no tax increase will be needed.

Other Business

The Board asked that we post a request for Recycling Committee members on the sign at the transfer station. The HHW collection day will be Saturday, September 14th.

Samson asked that a revised MS-1 be signed. Scott Borthwick moved to sign and Dave McAlister seconded. The motion carried unanimously.

Samson reported that Sandra Hayden, a former long term resident of Canaan was asking for a waiver from the rule allowing only residents to purchase a cemetery plot. Motion by Scott Borthwick with second by Dave McAlister. Unanimously approved.

Samson asked that the Board sign an amended engineering contract with HEB. Scott Borthwick moved to sign and Dave McAlister seconded. Approved unanimously.

The Board reviewed a grant application submitted by Chief Frank for new radio equipment. After extensive consideration, Dave McAlister moved to submit the grant application and Scott Borthwick seconded the motion. Approved unanimously.

Samson reviewed the listing agreement with Granite Northland for a listing on the Westcott house at \$49,000 and the Bates house at \$85,000. Motion by Scott Borthwick to authorize Bob Reagan to sign the listing agreement. Second by Dave McAlister.

Unanimously approved.

At 8:15, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:35 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:36 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Dave McAlister and second by Scott Borthwick to approve the recommendation of Samson to make rent payments under welfare assistance to four individuals in the amounts of \$690, \$650, \$482 and \$850 upon receipt of signed welfare vouchers. Unanimously approved.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, September 24th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Al Posnanski, Gary Wood, Phil Salvail.

Minutes of September 10th, 2013

Motion by Dave McAlister to approve the minutes of September 10th, 2013 as amended. Second by Scott Borthwick. Unanimously approved.

Autoware

Discussion of current status on Autoware. There was a discussion of the feedback from the Friends of Canaan Village Sub-Committee indicating that a new larger building at three times the cost to house a new Town Office was more preferable. Samson reported that the Board of Selectmen wanted to increase the building size to 3,000 sf and rent out a third of the building for office space to assure that the building is self sustaining. There was discussion of the proposed business plan for the Autoware property that included rent of commercial display space for Cardigan Mountain Art Association and Canaan Farmers Market as well as other local businesses. Phil asked why we were getting involved in business activity. Samson indicated that there was no effective commercial development of the village. The purpose of the building is to increase parking and to act as a noon to 7 PM retail spot that will facilitate arts and local foods trade. The building will be a transitional development step with its eventual return to the private sector. The building will have to pay taxes. Samson will work on getting Ware's agreement.

Canaan Hall Business Plan

Samson reviewed the Canaan Hall business plan. That plan relies on town fundraising to support the building as well as rentals to other non-profits, commercial business and private parties. There will be a sliding scale rental with the lowest rental for non-profits, the second lowest for private rentals and the highest for commercial business. The goal will be to get the building utilized on at least 60% of the weekends. Samson reported that Tillman had indicated that he would fund repairs for the Hall to get it into good shape including attic venting, replacement of the roll-up door and repair of the furnace.

HHW Report

Samson reported that the first Household Hazardous Waste day on September 14th was a big success. 69 households used the event. That represented 4% of the households and twice the participation rate in the rest of the state. 475 gallons of paint, oil and antifreeze were collected for recycling. 155 gallons of other hazardous waste was collected for disposal. The collection served three and a half times the number of people in one day that Enfield had in two days at 15% less total cost.

Water Report

Samson reported on sedimentation problems at the water plant where the clarification tanks had an accumulation of silt from the lake. It was apparent that the intake filters had not been cleaned in years. The water system was shut down and the village relied on the storage tank for almost a week. All of the tanks were cleaned and put back into service.

The next problem was related to the first. When the water was flowing in reverse (towards the water plant) and it caused built up silt to flow towards the water plant. It took nearly two weeks for the system to clear. At no point was there a bacteria problem in the system.

Budget vs. Actual

Samson reviewed the Budget and noted that it is still running very tight. So far there are no further changes in the proposed 2014 budget and that budget looks like there will be no increase in the town portion of the tax rate.

Other Business

The Board asked Samson to post the Autoware property with no trespassing signs and rope it off.

Samson was asked to put a sign on the Goose Pond Road bridge indicating that it would be closed from June to October in 2014. Samson indicated that he would also send out a mailing to all affected property owners.

Samson was directed to re-start enforcement actions against Larry Gaudette and Patrick and Dan Jameson as their junk yards were returning.

Samson was directed to get the auction noticed for the Moore property off Stevens Road.

Samson was directed to complete the remaining tax sales that are ready.

Samson was directed to post a sign at the transfer station looking for Recycling Committee members.

At 8:34, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 9:15 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 9:16 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, October 8th, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Paul Grumbine, Gary Wood, Keith Batten, Jeff Majewski and Ellie Davis.

Minutes of September 24th, 2013

Motion by Dave McAlister to approve the minutes of September 24th, 2013. Second by Scott Borthwick. Unanimously approved.

Ball Field

Samson reported that the lights and buildings have been removed from the ballfield at Canaan Speedway.

Grafton County Economic Development Corporation

Samson reported on a meeting with Grafton County Economic Development Corporation. He indicated that there were discussions regarding the plans for the Autoware property. GCEDC agreed to act as the conduit for financing of the project and indicated that they might be able to help secure the funding. The strongest uses for funding were to support the arts and the Farmer's Market. They also indicated a willingness to partner on filling the new incubator building. There was a discussion of the funding needs for a regional health center. They indicated that GCEDC would assist in applying for CDFA tax credit financing, CDBG loans and grants and USDA RD loans and grants. Finally, Samson reviewed the goals of stimulation of Village commercial activity and a new industrial park.

Autoware

There was significant discussion with Jeff Majewski regarding why the Town won't waive the interest and penalties on the Autoware property so that he could buy it for less money from Danny Ware. Jeff indicated that he had plans to tear down the house next door and had someone who was interested in developing the combined properties but declined to name or describe the project. There was a review of the planned uses of the property by the Town including additional parking and a community business retail outlet. Ultimately, it was pointed out that there was no agreement yet with Danny Ware and Jeff was free to make any bargain he wanted with Danny but the interest and penalties would not be waived. Jeff argued that we were waiving them for Danny but wouldn't waive them for him. Samson noted that we are using funds from the interest and penalty to buy out Danny's redemption rights to develop the commercial incubator which is a benefit to the Town whereas a waiver for Jeff would only benefit Jeff.

Health Care

Samson indicated that the next community wide health care meeting would be held on the 10th. People attending would be asked if they thought the project was ready for pledging by potential patients. All of the financial data was discussed including the review by Helms & Company. Also discussed was the availability of a consumer owned and managed non-profit insurance company that would be a great fit to capture the savings

from a regional health center. The proposed budget for construction, equipment and working capital were also reviewed.

Budget vs. Actual

The budget continues to be very tight with less than \$10,000 in discretionary latitude between accounts.

Health & Safety Inspections

The Board asked what options we had to keep current on our health and safety inspections. Samson indicated that there was a H&S Committee that is supposed to do the inspections but had not been active this year. He recommended that we turn the responsibility of setting up the inspections to Louis Jacobs. He noted that we have been doing four trainings a year.

Cell Tower

Samson was asked to review the Town's efforts for a new cell tower. He indicated that there was a plan to locate a Verizon tower in the Town but the timing was uncertain and would follow a new tower near Mascoma Lake. He also reviewed discussions with several independent tower developers and WavComm. So far, nothing has materialized.

Uniforms & Boots

There is a proposal to switch to higher reflective uniforms to assure employee safety. G&K has indicated that they will provide the new uniforms at no extra cost if the town extends the contract for 5 years. Samson indicated that he was inclined to support a three year extension. Motion by Scott Borthwick to approve a three year contract extension with new uniforms and add employees as needed to the uniform list with second by McAlister. Unanimously approved. There was a discussion regarding the need for boot replacements where the contact with chemicals in the highway garage was degrading the boots too quickly. Motion by Scott Borthwick to authorize the mechanic to purchase up to two pairs of boots each year if the boots are used on the job and destroyed due to the nature of work with lubricants and chemicals with second by McAlister. Unanimously approved.

Police Grant

A grant application for state funding for extra road patrols was reviewed. Motion by Dave McAlister and second (for discussion purposes) by Scott Borthwick to approve the grant application. Passed by Bob Reagan and Dave McAlister with Scott Borthwick voting no. Scott noted that with the heavy work load from the doubling of arrests, it seemed to be inappropriate to add more time for road safety patrols.

Other Business

Samson was asked if highway crew double dip if they go on fire calls and indicated that they do not.

Samson was asked why sick time could only be taken in half day increments. He indicated that the finance department found that policy easier to manage. It was suggested that the Town change the policy to a minimum of 2 hours used for sick leave.

At 8:47, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 9:20 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 9:21 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, October 22nd, 2013**

Chairman, Bob Reagan called the meeting to order at 7:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Bob Scott, Paul Grumbine, and Al Posnanski.

Minutes of October 8th, 2013

Motion by Dave McAlister to approve the minutes of October 8th, 2013 after changing Scott Borthwick's vote on the police grant to a vote against. Second by Scott Borthwick. Unanimously approved.

Water Bill - Kirstead

The Board reviewed a request by Kirsteads for an abatement of their total water bill for the last quarter due to the sediment in the water over a two week period. Samson noted that they used the same volume of water as last year's third quarter. Motion by Scott Borthwick to abate 50% of the water bill due to the quality of the water and the inconvenience with the landscaping work that was done on the property. Second by McAlister. Unanimously approved.

Goose Pond Bridge

There was a review of Chis Fournier's letter (HEB Engineers) indicating the impracticality of creating a temporary bridge at the Goose Pond Road bridge site. He also noted that the detour was no more than 2 miles at the greatest distance. Samson was directed to send a copy of the letter to all of the landowners involved.

HHW Report

Samson distributed a report on the success of the HHW collections. The utilization by homeowners was three times the state average on both collections and the total cost was about the same as Enfield's but with double the waste collected and homes served.

Budget vs. Actual

The latest budget report was distributed indicating that the year remains very tight.

Junk Yards

Samson reviewed the proposed enforcement action against Gaudette and Jameson. Motion by Scott Borthwick to authorize the notices of violation against both Larry Gaudette and Dan Jameson for junk yard violations. Second by McAlister. Unanimously approved.

Wescott Tax Sale

Samson reviewed the proposed purchase and sale agreement on the Wescott house at 1275 Route 4 for \$35,000. Motion by Scott Borthwick to accept the proposed purchase and sale agreement and authorize Bob Reagan to sign the paperwork. Second by McAlister. Unanimously approved.

Safe Routes to School

Bob Scott explained the process to get funding for a sidewalk along School Street to Batten Road. The next step is a planning survey and preliminary engineering that will cost about \$10,000. Bob proposed that the work be done by the UVLSRPC. There was general discussion regarding whether a sidewalk was needed and whether we could maintain it. The Board indicated that they would like to contract with some other group than the Regional Planning Commission. Bob was asked to look at other options.

At 7:18, Selectman McAlister moved to enter executive session. Scott Borthwick seconded the motion and it was unanimously passed.

At 8:10 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:11 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, November 12th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Bob Scott, Christine Frost, Carolyn Barney, Ellie Davis, Phil Salvail, and Al Posnanski.

Minutes of October 22nd, 2013

Motion by Dave McAlister to approve the minutes of October 22nd, 2013. Second by Scott Borthwick. Unanimously approved.

Safe Routes to School

There was extended discussion regarding the proposed feasibility study. Bob Scott noted that the money for this work was already awarded to the Town. He also indicated ORW and Pathways were asked for prices for the work and their prices were higher than the Regional Planning Commission. There was a great deal of discussion regarding whether there was a need for the proposed sidewalk. Ultimately, there was a recommendation to poll parents to see if there are kids who would use the sidewalk. Carolyn Barney, speaking for the Friends of Canaan Village, indicated that the Friends would do the survey before December 10th. There was general discussion by the Board of Selectmen regarding the historic dissatisfaction with the Regional Planning Commission. Christine indicated that when she first started with the Commission, the agency was not operating well. She also noted that she will offer contracted service for a fee even if the Town is not a member. She indicated that towns usually save much more than the cost of the dues through services offered by the Commission.

Wescott Closing

Samson reported that the Wescott closing had occurred and that the heirs had received more than \$16,000 from the sale. The sale was to David Zani.

Tax Deed Auction

Samson reported that the Vicellette property and the Moore trailer are to be auctioned off on November 20th.

Road Reconstruction

Samson indicated that the reconstruction work on Fernwood Farms Road was progressing. There was discussion regarding the lack of a driveway permit on Wesley Mansur's property and the need to make the drive more accessible after the road regrading. Wesley is directed to file for a permit and buy the culvert and the Town will set the culvert and bring in fill to grade to the new road elevation.

Equipment Lease Purchase

Samson reviewed the proposed strategies to allow for a quicker replacement for the three 6 wheel dump trucks. He noted that using a lease purchase would require an extra \$50,000 going into the Capital Reserve and would not be politically possible. He also noted that a significant portion of that cost was for interest. He indicated that it is possible to accelerate the purchase by a few years if we sell the Henley truck and put the funds into the capital reserve account. There was a consensus to follow that strategy.

Water Abatement

The Board considered a request by Vanessa Stone for an abatement of the water bill on her properties due to the sedimentation problem. The Board approved abatng the usage for 14 days of the 90 day billing period.

Junk Yard

There was discussion of Larry Gaudette's property and Jameson's property. Motion by Dave McAlister to fill out a criminal complaint and issue a citation to Gaudette. Second by Borthwick. Unanimously approved. Motion by Dave McAlister to recognize that Jameson was in substantial compliance but to warn him that if the conditions deteriorated again, there would be no warning prior to issuance of a criminal citation. Second by Borthwick. Unanimously approved. The consensus of the Board s that junk yards will be enforced against only if there is a formal complaint by a resident or tax payer that meets the Town policy for enforcement.

Recycling Committee

Samson indicated that Larry Gaudette and Mike Batten were interested in serving on the recycling committee.

Landfill Claims

Samson reviewed the claims by Linda Johnson that the presence of the landfill next to her property was preventing a sale and her demand that the Town cap and monitor the landfill. Samson indicated that the Town tested her well and found absolutely no evidence that there were any pollutants that were within several orders of magnitude of approaching state action levels. We will take soil samples to verify the lack of soil pollutants. The water tests track with the absence of pollutants when last tested 10 years ago. The landfill has been closed for more than 20 years.

Utility Taxation

Samson indicated that there seemed to be a suggestion by Fairpoint that we should be taxing cable companies for their wires. After review, the wires are not taxable.

Recreation at Canaan Hall

Samson indicated that revenues were coming in at sufficient levels to keep the Hall open this winter. He also noted that he will be looking at installing a remote access thermostat and an in-line heater on the incoming water line.

Budget vs. Actual

The latest budget report was distributed indicating that the year remains very tight.

FAST Squad

Samson indicated that paving that was done in conjunction with the water and sewer lines would be reimbursed by the FAST Squad. They will be paying \$2,500 for the apron paving in front of the overhead doors. Samson was directed to make sure that no further work or expense was to occur by the Town on the FAST Squad project unless specifically approved by the Selectmen.

At 8:10, Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:28 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:28 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, November 26th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Ellie Davis, Phil Salvail, and Al Posnanski.

Minutes of November 12th, 2013

Motion by Dave McAlister to approve the minutes of November 12th, 2013 as corrected. Second by Scott Borthwick. Unanimously approved.

Martha Richards, Grafton County Commissioner

Richards discussed the Commission's efforts to hold down the costs for the county. The budget is up 2% and includes costs from the nursing home and correctional facility. She highlighted the efforts to save money by switching the heating system to wood. Another discussion revolved around the fact that Grafton County still has a working farm and enumerated the advantages of having the farm.

Warrant Article Old Highway Garage

Samson reviewed the proposed language for the sale of the old highway garage property. Selectman Borthwick moved to approve the draft article. Dave McAlister seconded the motion and it was unanimously passed.

Warrant Article Autoware

Samson reviewed the proposed language to accept the gift of the Autoware property. Selectman Borthwick moved to amend the article to add after the word acquire "and/or develop" and to approve as amended. Dave McAlister seconded the motion and it was unanimously passed.

Warrant Article Water & Sewer

Samson extensively reviewed the proposed budgets for the water and sewer departments. He noted that while the bottom line remains the same, more money is budgeted in capital accounts. He also noted that the revenue from user fees will be less than the total expenditures. This is on purpose to allow the Commissioners to expend more money if needed by withdrawing from the non-lapsing water and sewer account. To allow this we need an appropriation large enough to give the flexibility of using the unspent balances from prior years. All parties need to remember that this is possible only if the balance in the account is large enough to actually allow the expenditure. Samson also went through proposed rate changes to take effect on the second quarter bills. Generally the rates and bills will drop for more than three quarters of the users. The last twenty five percent of users will see increases and only 6 users will see significant increases. The new rates are necessary to assure that we are in compliance with state regulations by July 1st that require us to have a uniform rate structure for all users, no matter how large or small they are. Selectman Borthwick moved to approve the proposed budget for water and sewer including the projected revenue from user fees as shown on the revised rate sheets. Dave McAlister seconded the motion and it was unanimously passed. The rates will have to be adopted by the end of the first quarter. Selectman Borthwick moved to adopt the warrant article language. Dave McAlister seconded the motion and it was unanimously passed.

Warrant Article Loader

Samson reviewed the language for the purchase of a replacement loader. There was an error in the last sentence where the word truck was used rather than the word loader. Selectman Borthwick moved to approve the article with the replacement of the word loader for truck. Dave McAlister seconded the motion and it was unanimously passed.

Mansur Driveway

The Board discussed what to do about the Mansur driveway and the need for a culvert and sloping. Motion by Dave McAlister to approve the provision of a culvert and the installation of the culvert upon the application by Wesley for a driveway permit and subject to Wesley maintaining the culvert after it is installed. Second by Bob Reagan. Reagan and McAlister in favor and Borthwick against.

Junkyard Permit

There was a review of the Parts of the Past junk yard permit. Selectman Borthwick moved to authorize Bob Reagan to sign the permit. Dave McAlister seconded the motion and it was unanimously passed.

Highway Garage Purchase and Sale

Samson reviewed a proposed purchase and sale on the Bates house and the old highway garage property. The offer included \$39,000 for the lot and \$81,000 for the house and lot. Selectman Borthwick moved to accept the offer contingent on voter approval in March for the highway garage lot. Dave McAlister seconded the motion and it was unanimously passed.

Information Sheet on Canaan Speedway

Samson reviewed a proposed information sheet that will be posted on the website.

Tax exemptions for handicapped and elderly

Samson reviewed ideas about how to restructure tax exemptions for the elderly and handicapped, compared the proposals to Enfield and showed the estimated costs that would be incurred and the impact on the voters if it was approved. He noted that this would act as a circuit breaker for low income elderly and handicapped and the town would not risk losing tax revenue as we do with deferrals. With the exemptions, the tax revenue is replaced by the remaining taxpayers. The impact would be about 1% total to offset up to forty homestead exemptions.

Budget vs. Actual

The latest budget report was distributed indicating that the year remains very tight.

At 8:10, Selectman Borthwick moved to adjourn with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, December 10th, 2013**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Chief Sam Frank, Ellie Davis, Phil Salvail and Al Posnanski.

Minutes of November 26th, 2013

Selectman McAlister moved to approve the minutes as corrected. Scott Borthwick seconded the motion. Unanimously approved.

Budget vs Actual

As of right now, there is about \$21,000 left unexpended in this year's budget. Currently there is also an additional revenue of \$120,000 above the budgeted revenue.

Exemptions

There are proposed changes to the exemption article language that will be discussed at the next meeting.

Mud Season

Bob Reagan asked if we need to post signs in the spring indicating that there are muddy roads and that people should pass at their own risk. The Board decided that most people living here know what mud season is.

Other Business

Samson indicated that the Board need to formally sign the Default Budget.

Selectman Borthwick moved to approve and sign the default budget. Dave McAlister seconded the motion and it was unanimously passed.

The Board decided that the next meeting will be at 4 PM on December 31st.

At 6:45 Selectman McAlister moved to enter executive session. Scott Borthwick seconded the motion and it was unanimously passed.

At 8:00 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 8:01 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to support moving forward with the recommended part time officer candidate for background checks and other preliminary steps. Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn at 8:02 with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, December 31st, 2013**

Chairman, Bob Reagan called the meeting to order at 4:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, TA Mike Samson, Chief Sam Frank and Al Posnanski.

Minutes of December 10, 2013
Not available.

Budget vs Actual

As of right now, there is \$25,385 left unexpended in this year's budget and \$9,000 unexpended in 2012 encumbrances. There is also an additional revenue of \$169,734 above the budgeted revenue. That means that there is currently \$204,119 going into undesignated fund balance.

Extend year end encumbrances

Samson itemized the outstanding encumbrances that need to be carried over:

DeSoucy pump repairs	13107	\$1,500
Bergeron Turn-out Gear	13086	\$7,640
Yankee Generator	13065	\$1,750
Ossipee Radio	13110	\$2,999.88
Twin Bridges Computer	13109	\$3,000

Selectman Borthwick moved to approve the extension of these purchase orders into 2014. Dave McAlister seconded the motion and it was unanimously passed.

Articles to Amend Handicapped and Elderly Exemptions

There was general discussion regarding the changes to the exemptions. The Board directed Samson to monitor the number and qualification of the applicants.

Selectman McAlister moved to approve the inclusion of proposed articles 13 and 14 amending the exemptions. Scott Borthwick seconded the motion. Borthwick and McAlister in favor and Reagan abstained as he may someday take advantage of it. Motion passed.

Conservation Commission Article

There was discussion regarding the draft article to protect the the Canaan Town Forest. There was a change to add the Map and Lot number and specify that it is at 565 US Route 4 on the north side.

Selectman McAlister moved to approve the inclusion of proposed article 15 to protect the Canaan Town Forest. Scott Borthwick seconded the motion. Unanimously approved.

Utility Tax Appeal Warrant Article

There was general discussion regarding renewing the authorization to expend money on the appeals of utility property taxes.

Selectman Borthwick moved to approve article 16 that would renew the authorization to expend from undesignated fund balance \$15,812.97 that was previously authorized but unspent. Dave McAlister seconded the motion and it was unanimously passed.

2014 Wage Schedule

Samson proposed the wage schedule for employees for 2014 with a 1.8% pay increase as contained in the budget.

Selectman Borthwick moved to approve the wage schedule as proposed. Dave McAlister seconded the motion and it was unanimously passed. All Selectmen signed the schedule.

At 4:30 Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 5:25 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 5:25 PM Selectman Borthwick moved to seal the minutes and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick as follows:

In the event that the Town receives a resignation of Keith Bergeron as full time police officer who is now suspended because of certification, the Town will appoint Keith to inactive part time status for the next few months to allow him to recertify. This will not guarantee a return as a full time officer until there is a new full time position. Further to authorize proceeding with the hiring process for the candidate that is currently a full time employee. Selectman McAlister seconded the motion. Motion passed unanimously.

Chief Sam Frank provided statistics to the Board of Selectmen that during 2013, Canaan had 371 arrests and 225 offenses. Arrests included 56 crimes against people, 34 against property, 24 DUI's, 76 drug arrests, 50 arrests based on warrants and 27 alcohol related arrests. Only 76 are traffic related.

Motion by Scott Borthwick to adjourn at 5:30 with second by McAlister. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

David McAlister
Canaan Board of Selectmen