

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, January 6<sup>th</sup>, 2015**

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

Minutes of December 16, December 23, and December 30, 2014

Selectman McAlister moved to approve all of the minutes. Scott Borthwick seconded the motion. Unanimously approved.

**Conservation Easement**

Samson reviewed the proposed language for the conservation easement on the town land abutting Route 4. Selectman McAlister moved to approve the conservation easement after changing the isolation distance from the conservation hut in paragraph 17 from 1,000 feet to 300 feet. Scott Borthwick seconded the motion. Unanimously approved. Dave McAlister will obtain signs from Fish and Game.

**Articles and Deliberative Budget**

Samson reviewed the Articles and Default Budget. Scott Borthwick moved to sign the Default Budget. McAlister seconded the motion. Unanimously approved. The Board decided to hold off on the Article to appoint a Chief until checking with Sam as to the best year to warn the Article. It will be decided on January 14<sup>th</sup> at 8 AM.

**Other Business**

Samson reviewed an order by Chief Bellion to vacate a rental unit at Jala Canaan, LLC. He also reviewed the final draft of the Police Union contract and recommended approval by the Board. Selectman McAlister moved to approve the Police union contract. all of the minutes. Scott Borthwick seconded the motion. Unanimously approved.

Selectman Borthwick moved to enter executive session at 7:40. Dave McAlister seconded the motion. Unanimously approved. At 7:47 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously. At 7:47 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously. Motion by Scott Borthwick to adjourn at 7:48 with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
FRIDAY, January 9<sup>th</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 3:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Also in attendance was Dale Morse.

Selectman Borthwick moved to enter executive session at 3:35. Dave McAlister seconded the motion. Unanimously approved. At 4:10 PM Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously. At 4:10 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously. Selectman Borthwick moved to increase the rate of pay for Dale Morse to \$21.50 after a 90 day probationary period and retroactive to January 12<sup>th</sup> if performance is acceptable.

**Warrant Articles**

Samson handed out draft warrant articles for review. There were no changes suggested but the decision on the Chief was deferred until the 14<sup>th</sup>.

**AFSCME Contract**

Samson had the complete contract with the language that had been approved. The Board will wait until the Union signs the agreement.

**Transfer Station**

Samson reviewed the economics of the use of a live floor for recycling and asked to have a warrant article included to authorize the purchase of the live floor. The savings will be about \$14,000 a year. The consensus of the Board was to include the warrant article.

Motion by Scott Borthwick to adjourn at 4:50 with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Wednesday, January 14<sup>th</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 8:00 AM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson.

**2015 Budget**

Samson reviewed the proposed 2015 expense budget and noted that there was one change that increased the budget for the prosecutor by about \$14,000. He recommended increasing that line to \$46,484 and adopting a general fund budget of \$3,335,389. That does not include the stipend increase for the Selectmen. Motion by Scott Borthwick and second by Dave McAlister to adopt a proposed 2015 general fund budget totaling \$3,335,389 and to warn Article 2 in the proposed Warrant to raise and appropriate \$3,335,389 with a default budget of \$3,282,073. Unanimously approved.

Samson reviewed the proposed revenue budget for 2015 that proposed raising \$3,358,857 to fund the proposed 2015 expense budget. Motion by Scott Borthwick and second by Dave McAlister to adopt a proposed 2015 general fund revenue budget totaling \$3,358,857. Unanimously approved.

Samson reviewed the proposed water and sewer budgets. Motion by Scott Borthwick and second by Dave McAlister to adopt a proposed 2015 water budget of \$79,457 and a sewer budget of \$74,887 for a combined water and sewer budget of \$154,344. Unanimously approved.

The Board next reviewed the proposed warrant articles and voted as follows:  
Approval of the Warrant as drafted.

Motion by Scott Borthwick and second by Dave McAlister to adopt the drafted Warrant. Unanimously approved.

**Votes to recommend or not recommend specific Warrant Articles:**

Article 2 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 3 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 4 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 5 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 6 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 7 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 8 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 9 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 10 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 11 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 12 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 13 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 14 Recommend Bob Reagan, Scott Borthwick, Dave McAlister in favor

Article 15 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Article 16 Recommend Bob Reagan and Dave McAlister in favor

Article 17 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Article 18 Do Not Recommend Scott Borthwick and Dave McAlister in favor of not recommending – Bob Reagan in favor of recommending

Article 19 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Article 20 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Article 21 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Article 22 Do Not Recommend Bob Reagan, Scott Borthwick and Dave McAlister in favor of not recommending

Other Business

None.

Motion by Scott Borthwick to adjourn at 9:14 AM with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Thursday, January 15, 2015**

Chairman, Bob Reagan called the open meeting to order at 7:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Also in attendance were the members of the Canaan Town Budget Committee, Alan Ricard, Russell Lester, and Philip Salvail.

The Board of Selectmen were in attendance to listen to the annual hearing on the budget proposed by the Canaan Budget Committee for 2015.

There were no suggestions for changes and the budget was not modified.

Other Business

None.

Motion by Scott Borthwick to adjourn at 8:15 with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, January 20<sup>th</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 8:00 AM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Others: Ellie Davis, Al Posnanski, and Phil Salvail.

Minutes 1/6, 1/9, 1/14, 1/15

Motion by Scott Borthwick and second by Dave McAlister to adopt the draft minutes for 1/6, 1/9, 1/14, 1/15 with the amendment to the 1/14 meeting to change the meeting date to include the month of January. Second by McAlister. Unanimous approval.

Dedication of Town Report

Motion by Dave McAlister to dedicate the 2015 Town Report to Dave Barney and Ed Lary. Second by Borthwick. Unanimous Approval.

Amend Town Warrant

Samson indicated that while the Selectmen originally did not include the Selectmen pay increase in the Warrant Article, the Budget Committee did include the increase, and we need to amend the Warrant to include the higher number of the Budget Committee, \$3,336,035. Motion by Scott Borthwick and second by Dave McAlister to amend Warrant Article 2 with a proposed general fund budget totaling \$3,336,035. Unanimously approved.

Other Business

There was a discussion of repairs needed on Engine 2 springs. Questions were asked about an invoice for nut inserts. The request for a pole saw was denied.

At 6:43 PM Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:14 PM Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 7:15 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn at 7:15 PM with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, February 3<sup>rd</sup>, 2015**

Chairman Bob Reagan called the meeting to order at 5 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Steve King was also in attendance.

At 5:08 PM Selectman Borthwick moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 5:42 PM Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 5:43 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously.

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

**Minutes of December 20**

Selectman McAlister moved to approve all of the minutes. Scott Borthwick seconded the motion. Unanimously approved.

**Cross Country Contract**

Selectman McAlister moved to approve the Cross Country contract for 2015. Scott Borthwick seconded the motion. Unanimously approved.

**Sansoucy Contract**

Samson reviewed a proposal for Sansoucy to sign a multi year contract. The consensus was to execute a single year contract.

**Approval of 2015 Employee Compensation Schedule**

Selectman McAlister moved to approve the Cross Country contract for 2015 with the provision that Louie, Steve and Eddie be moved to operator classifications and Dan Quimby to driver with no additional changes in compensation levels. Scott Borthwick seconded the motion. Unanimously approved.

**Deliberative Session**

Samson asked that the Board sign the final contract with the police union. Selectman McAlister moved to approve the final contract and sign it. Scott Borthwick seconded the motion. Unanimously approved. The contract was signed.

Samson asked what the Board would like to do about the School's statement that the budget would result in a 23% increase in the tax rate. The consensus was to let Shelley Gerlarneau know that the number should be about 14% rather than 23%

**Other Business**

Samson reviewed where the Town stood for cashflow through May. He indicated that at this point we would be about \$200,000 short to pay all the bills prior to receiving new tax revenue in May.

Samson reviewed a request by Eleana VanZandt to post her counseling service on the website on a location other than the classifieds.

Selectman McAlister moved to deny the request due to the service being for profit and not officially sanctioned by the Town. Scott Borthwick seconded the motion. Unanimously approved.

Samson reviewed a complaint received from Brian Birner regarding Chucky Adams property on West Farms Road. Selectman McAlister moved to respond to Birner indicating that there is no statutory requirement that the Town enforce state law regarding Junk Yards and to further provide him with a copy of the Town policy that spells out when we do enforce and indicate that the Adams property does not currently qualify under that policy. Scott Borthwick seconded the motion. Unanimously approved.

Motion by Scott Borthwick to adjourn at 7:48 with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Saturday, February 7<sup>th</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 10:44 AM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson.

Selectman Borthwick moved to amend Article by swapping the RSA from RSA 34:16 to RSA 35:9 and Town Meeting in two locations instead of governing body. McAlister seconded the motion and the motion passed unanimously.

Other Business

None.

Motion by Scott Borthwick to adjourn at 10:46 AM with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday February 10<sup>th</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 3:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Also in attendance was Bob Scott.

Selectman Borthwick moved to enter executive session at 3:35. Dave McAlister seconded the motion. Unanimously approved. At 4:42 Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously. At 4:43 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously. Motion by Scott Borthwick to adjourn at 4:44 with second by McAlister. Unanimously approved.

Other Business  
None.

Motion by Scott Borthwick to adjourn at 4:46 PM with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday February 17<sup>th</sup>, 2015**

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

Minutes 2-3-15, 2-7-15 and 2-10-15

Motion by Dave McAlister to approve the minutes of 2-3-15, 2-7-15 and 2-10-15. Second by Scott Borthwick. Unanimously approved.

Budget vs. Actual

Selectmen asked several questions about the financials. Samson indicated that the large dues expense for the Town Administrator was actually the dues for the NH Municipal Association and needs to be posted on page 4. He was asked about the \$800 under GB preventive maintenance and he indicated he would need to check. (It is the annual fees for alarms). There were comments about the PD software support increasing by \$526. Samson was also asked about \$1,202 in road reconstruction. The expenditure was for crushed gravel. The \$900 expense in the transfer station account was the final bill from Casella for hauling 40 yard roll-offs while the live floor trailer was being worked on. Al asked that Freon recovery be changed to Appliance expense.

Amended Personnel Policy

Samson reviewed the proposed changes to the Personnel Policy. Motion by Scott Borthwick to approve the amendments as written. Second by Dave McAlister. Unanimously approved.

Appointments to Board of Adjustment

John Bergeron submitted the appointments for the Board of Adjustment. They include Bill Chabot to expire in 2018, Dave Shinlinger to expire in 2018, Ed Berger (Alternate) to expire in 2018 and John Bergeron (Alternate) to expire in 2018. Motion by Scott Borthwick to approve the appointments as recommended. Second by McAlister. Unanimously approved.

Discussion of School Vote and Wind Turbines

There was general discussion of both with no action taken.

Other Business

There was discussion of the need to level the sidewalk in front of the Senior Center.

Motion by Borthwick to adjourn at 6:55 with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, March 3<sup>rd</sup>, 2015**

Chairman, Bob Reagan called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Others: Denis Salvail, Joan Thomson, Patricia Duscinsky, Paul Grumbine, Bill MacDonald, Al Posnanski, and Phil Salvail.

Minutes 2/17/15

Motion by Dave McAlister and second by Scott Borthwick to adopt the draft minutes for 2/17. Unanimous approval.

Budget vs. Actual

Samson reviewed the Budget vs. Actual and talked about the high costs related to the intense winter weather.

Wind Turbine Project

There were many questions from several people attending the meeting led by Denis Salvail. Denis stated that there is no town wide meeting to vote on the turbines nor is he proposing one but he noted that all of the neighboring towns have voted formally or informally against the wind turbines. He indicated that he plans on organizing a petition drive in opposition. It is designed to let the Selectmen know what the feelings of the Town are. There was extensive discussion regarding the pros and cons of the project. Denis said that while he supports private property rights, the project is so major that it impacts many people adversely. In addition, Denis indicated that the economics of the turbines relies extensively on federal subsidies to make it work. He indicated that he did not expect the Board to spend money on legal fees.

Compactor for Recycling

Samson discussed a proposal to buy a compactor from Massachusetts for the recyclables. The cost of a rigger and the compactor should be no more than \$4,000. Samson was authorized to spend \$2,500 for the compactor but to wait until after Town Meeting for approval on the second live floor. Motion to direct that action by Dave McAlister and second by Scott Borthwick. Unanimously approved.

Water Safety Plan

Samson reviewed the up-dated water safety plan. Motion by Scott Borthwick and second by Dave McAlister to approved the up-dated safety plan. Unanimously approved.

Other Business

Samson reviewed a request for new hard drives in the Town office and for renewal of Allan Treadwell's contract. Motion authorizing by Dave McAlister and second by Scott Borthwick. Unanimously approved.

Samson reviewed a request by New Hope Baptist Church for a highway directional sign at the north end of Roberts Road. The Board agreed by consensus to allow the sign if designed to similar directional sign standards and at the expense of New Hope Church.

Samson reviewed a request by John Coffey to consider posting Reagan Road at the Rt. 118 end to prohibit through trucks. Motion by Scott Borthwick and second by Dave McAlister to post the road. Borthwick and McAlister in favor and Reagan against.

At 7:32 PM Selectman McAlister moved to enter executive session. Scott Borthwick seconded the motion and it was unanimously passed.

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

At 8:20 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Scott Borthwick to adjourn at 8:21 PM with second by McAlister. Unanimously approved.

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Robert Reagan, Chairman

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Scott Borthwick

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, March 17<sup>th</sup>, 2015**

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

**Board Reorganization**

Bob Reagan moved that Scott Borthwick be elected chairman. Second by Dave McAlister. Unanimously approved.

**Committee Assignments**

The consensus of the Board is that all members would retain the same committee assignments.

**Minutes 3-3-15**

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 3-3-15. Unanimous approval.

**Budget vs. Actual**

Samson reviewed the Budget vs. Actual. Revenue was extensively reviewed and so far, it looks like there will be sufficient funds for May.

**Appointment of Rick Brown as a full time police officer**

The Board briefly discussed the appointment. Motion by Dave McAlister and second by Bob Reagan to employ Rick Brown as a full time police officer at the rate of \$24.41 per hour based on the recommendation of Chief Frank. Unanimous approval.

**Approval of JALA beer and wine license**

Bob Reagan moved to approve the issuance of a beer and wine license for JALA. Second by Dave McAlister. Unanimously approved.

**Excavation Ordinance**

Phil Salvail outlined objections to the proposed Excavation ordinance. He indicated that it was a duplicated effort, very costly in fees, covered old, new and municipal excavations and would be expensive to enforce.

**Report on Transfer Station Tractor Repair**

Samson indicated that the tractor needed a new crankshaft. Initial cost estimate was \$30,000 from Freightliner. Samson indicated he was shopping for a used engine or truck with the goal of costing no more than \$10,000. He noted we need the truck working as the savings on recycling and trash hauling was in excess of \$25,000 a year.

**Score Board Proposal**

Bob Scott described a proposal whereby Pepsi would donate \$3,000 towards a new scoreboard for Williams Field (cost of \$7,200) in exchange for putting a soda machine at Williams Field. The balance could come from the Williams Field Fund. Samson indicated that there was nearly \$9,000 available. Bob Reagan moved to approve the expenditure of \$4,200 from Williams Field Fund upon request by the Canaan Recreation Commission. Second by Dave McAlister. Unanimously approved.

Replacement of 1 ton truck

Bob Scott outlined his proposal for a Dodge truck from Fosters Motors in Middlebury. Dave McAlister indicated that he was opposed to the wing plow feeling that it was too heavy for the size of the truck. Scott Borthwick expressed concern about the cost of the wing plow. He asked how much it was and Bob Scott indicated he wasn't sure but would check. Scott Borthwick indicated he wasn't against the wing plow if the cost was \$500 to \$1,000. Bob Scott was asked to get the price for the wing plow.

Other Business

Samson reviewed a proposed resolution supporting the health center for USDA. Motion authorizing the signing by Scott Borthwick made by Dave McAlister and second by Bob Reagan. Unanimously approved.

Samson reviewed the MS 5 for 2015.

Motion authorizing signing by the Board made by Dave McAlister and seconded by Bob Reagan. Unanimously approved.

Property and Liability

Motion authorizing the submission of the scheduled property for the P&L insurance with Primex made by Dave McAlister and seconded by Bob Reagan. Unanimously approved. Samson discussed the provision for signing up for a cap on the P&L policy. Samson was encouraged to shop around to see what we could get for 2016. Motion by Dave McAlister to approve signing up for the cap if we can't find a better deal. Second by Scott Borthwick. Unanimously approved.

Discussion regarding allowance of a late filing for an abatement of taxes due to miscommunication. The application was from Tony Bishop. The consensus of the Board was to accept the application late.

At 7:00 PM Selectman Reagan moved to enter executive session. McAlister seconded the motion and it was unanimously passed.

At 7:10 PM Selectman Borthwick moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 7:10 PM Selectman Borthwick moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Reagan to adjourn at 7:11 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Monday, March 30<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 8:00 AM. In attendance were Selectmen Robert Reagan, Scott Borthwick, Dave McAlister, and TA Mike Samson. Others: Bob Scott and John Coffey

Discussion regarding replacement of Pressure Washer

Bob and John described the need for a new pressure washer for the highway garage. The pressure washer is used heavily for culverts and sewer and water pipe thawing. The old one no longer has a generator to make electricity when used remotely. The new one will cost \$7,495. The proposal is to split the cost between Highway (supplies account) and the Water Department. Motion by Dave McAlister and second by Bob Reagan. Unanimously approved.

Discussion regarding replacement of 2005 GMC 3500 Truck

There was general discussion regarding the need for a wing plow on the new truck. Bob indicated that the best price with the highest trade-in was from Foster Motors. He also indicated that he would have it serviced at Cross Town in Littleton. Bob made a strong argument that the wing was necessary so that roads could be plowed in one pass rather than twice with a big and small truck. The Board had concerns about the cost and the potential for damage to the truck after talking with the sales and service people. The consensus of the Board was to take the bid from Fosters with service to come from Littleton and to get the Osgood plow and sander package without the wing plow assembly. Motion by Dave McAlister and second by Bob Reagan. Unanimously approved.

Discussion regarding purchase of recycling compactor

Samson reviewed a quote for a used compactor from Texas for \$4,500 plus freight of \$1,500 for a total of \$6,000. An additional \$3,000-\$4,000 will be needed to build a block wall and install the electrical. Samson noted that the savings annually will be about \$16,000. Motion by Dave McAlister to spend up to \$6,000 for the compactor after the transfer station tractor is operational again. Second by Bob Reagan. Unanimously approved.

Motion by McAlister to adjourn at 8:35 AM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, April 7<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 8:00 AM. In attendance were Selectmen Robert Reagan, David McAlister, Dave McAlister, and TA Mike Samson. Others: Bob Scott

Minutes 3/17/15 and 3/30/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 3/30/15 and 3/17/15. Unanimous approval.

Budget vs. Actual

Samson reviewed the Budget vs. Actual. He went through the anticipated revenues and indicated that we would be ok in May if we get the bridge reimbursement and SRO payment.

Wheeler Junk Yard License

The Board reviewed the renewal application for Richard Wheeler's junk yard license. Motion by Dave McAlister and second by Bob Reagan to approve the license. Unanimous approval.

Junk Yard Sub-Division Violations

Samson reviewed the proposed Notices of Violations for Junk Yards and discussed the proposed notices for Sub-Division violations. Motion by Dave McAlister and second by Bob Reagan to send out Notices of Violations for Adams, Jameson, Gaudette, Lewis and Kirstead. Unanimous approval.

PO for Plow and Dump Body

There was general discussion by Bob Scott and the Board about the need for a wing plow on the new truck. Bob argued strongly for the wing and the consensus of the Board was to not install a wing on the new Dodge. Motion by Dave McAlister and second by Bob Reagan to sign the purchase order for a regular plow assembly and dump body and sander but no wing plow or wing plow assembly. Unanimous approval.

Appointments

Samson presented proposed appointments for the following:

Fire Officers

Bill Bellion Chief

Dillion Mock, Capt.

Dan Quimby, Capt.

Phil Neily, Capt.

Jim Rancore, Lt.

Rick Colburn, Lt.

Chris Thurston, Lt.

John Hennessy, Asst. Chief and Jim McAlister, Deputy Chief, expiring in 2017 and 2018.

Samson also presented the proposed appointments for the Board of Adjustment

Bill Chabot, exp. 2018

Dave Shinlinger, exp. 2018

Ed Berger, Alt., exp. 2018 and

John Bergeron, Alt., exp. 2018

Samson also presented the appointments for the Historic District Commission:

John Bergeron, exp. 2018 and

Joanne Miller, Alt., exp. 2018.

Motion by Dave McAlister and second by Bob Reagan to approve all of the appointees.  
Unanimous approval.

Assessors

Samson reviewed the proposal from Commerford Nieder Perkins, LLC and indicated that the proposal was acceptable to replace Cross Country. He indicated that he was waiting for a response to M&N Assessing Services of Westmoreland. Motion by Dave McAlister and second by Bob Reagan to authorize hiring CNP unless Samson determined M&N was a better option. Unanimous approval.

Solar Credit

Samson reviewed the history of the Solar Credit.

Other Business

Samson was directed to use Vanessa Stone to list the Redmond property.

Samson was directed to get Sanborn to get a survey line for the Zani-Town property line adjustment.

Samson was directed to get saw horses or flagging on the Ware property.

Samson was directed to check with Donna Dunkerton about a Lasheway sister.

At 8:53 PM Selectman McAlister moved to enter executive session. Scott Borthwick seconded the motion and it was unanimously passed.

At 9:40 PM Bob Reagan moved to come out of Executive Session. McAlister seconded the motion and the motion passed unanimously.

At 9:41 PM Bob Reagan moved to seal the minutes of the executive session and Selectman McAlister seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 9:42 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, April 21<sup>st</sup>, 2015**

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

Minutes 4/7/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 4/7/15. Unanimous approval.

Budget vs. Actual

Samson reviewed the Budget vs. Actual. He went through the anticipated revenues and indicated that we would probably hold off on the May school check by a week or two to be sure we had sufficient cash flow. Repairs and salt are still the major costs issues. Samson indicated that he thought the electricity line items would be just slightly over budget and that heat should be ok. There are pressures in welfare.

Auditors

Copies of the Management Discussion and Analysis prepared by Samson were handed out and Samson indicated that this is the first time in 5 years where he discussed the direct impact of the higher school costs on the tax rate, delinquencies and cash flow. The Board authorized the signing of the Vachon representations letter (regarding providing all known information etc.) by Samson.

Sancoucy Contract

Samson presented the Sancoucy contract for 2015. Motion by Dave McAlister and second by Bob Reagan to approve the contract. Unanimous approval.

Redmond House Removal

Samson indicated that the Redmonds have until May 18<sup>th</sup> to notify the Town that they intend to redemn the property. The total amount due is roughly \$22,600. If they give notice by May 18<sup>th</sup>, they must complete all payments within 15 days.

Historian Job Description

The Board reviewed the proposed job description with feedback from Donna Dunkerton Zani. Motion by Dave McAlister and second by Bob Reagan to adopt the job description as amended. Unanimous approval.

Sale of Surplus Town Land

There was discussion of unused property and possibility of selling it. The land includes the old cemetery pump house on Canaan Street, land border by Starks off Goose Pond, land behind the cemetery on Follansbee, land on Turnpike next to Harold Neily, and land at the south end of Clark Pond. A sale would have to be approved by the voters next March. Motion by Bob Reagan and second by Dave McAlister to warn the properties for sale by the voters in March after Bob checks with the Cemetery Trustees about the old pump house. Unanimous approval.

RFP Repair of Library Steps

Samson indicated that the only bid so far was from Stacy with three options: Replace the stairs with pressure treated at a cost of \$21,489, fix the bottom three steps for \$6,635 or

repair the bottom five steps for \$8,635. Phil suggested checking with Lecain first. Bob indicated he was comfortable with Stacy. Motion by Dave McAlister and second by Bob Reagan to award the job for the repair of the five steps to Stacy. Unanimous approval.

#### Job Description Administrative Assistant

Samson reviewed the job description for the Administrative Assistant one last time. Motion by Dave McAlister and second by Bob Reagan to adopt the job description. Unanimous approval.

#### Excavation Bond

Samson asked for feedback from the Board on whether mortgages would be allowed for excavation bonds and also input on the amount of the bond for reclamation. Generally the Board was opposed to additional regulations at all but did understand that the law required a town role. They opposed the use of mortgages thinking that ending up with the land that needed reclamation would merely pass the obligation for reclamation on to the Town. There was a consensus of the Board to avoid any surety that would increase Town liability (like a mortgage), to recommend a \$100 reclamation bond, and to seek help from a consultant in how to set bonds.

#### Other Business

There was discussion of the proposed Notice of Violation for an illegal sub-division by Michelle Lewis. Motion by Dave McAlister and second by Bob Reagan to authorize the mailing of the Notice of Violation. Unanimous approval.

Samson described the creation of a business roundtable which is the next step for economic development.

Samson described a culvert that needed to be reset at the Goss house on West Farms Road. The Board indicated that it is the responsibility of the landowner once the initial one is installed.

Samson reviewed a request by the Friends of Canaan Village for the installation of a bench around a tree on the lawn outside of the Library. The consensus was to permit it.

At 7:22 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:31 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:32 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Dave McAlister and second by Bob Reagan to approve a forbearance agreement by Marx. Unanimous approval.

Motion by Bob Reagan to adjourn at 7:33 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 5<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, David McAlister, and TA Mike Samson. Others: Phil Salvail, Al Posnanski, Gary Wood, Tim Lewis, and Sam Frank

Minutes 4/21/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 4/21/15. Unanimous approval.

**Tim Lewis Sub-Division Violation**

Tim Lewis informed the Board that he will do all he can to be in compliance by August. He described what he is doing. He asked the Board of Selectmen to sign the notice of violation which they did.

**Abolish Inventory Requirement**

The Board discussed the pros and cons of the annual taxpayer inventory. The pros are outweighed by the intense dislike of the annual inventory and the penalty fee for late submission. Motion by Dave McAlister and second by Bob Reagan to abolish the annual requirement to file an inventory. Unanimous approval.

**Job Description for Museum Curators**

The Board reviewed the proposed language and noted that there could be other meeting places for the curators but they should be in public locations. Motion by Dave McAlister and second by Bob Reagan to adopt the job description with the amendment that the Curators meetings should be held in the Conference Room “or any other public, town owned building.” Unanimous approval.

**Amendment to Emergency Operations Plan**

The Board discussed the need to amend the Emergency Operations Plan to remove Mascoma High School as an emergency shelter so as to avoid having to redesign the school to meet earthquake standards at a greatly increased cost. The Board also indicated that if there was a future need and the school was an appropriate shelter, they would use it irrespective of its absence on the shelter list. Motion by Dave McAlister and second by Bob Reagan to amend the EOP to remove the high school as a shelter. Unanimous approval.

**16 Dragon Way Driveway**

The Board agreed by consensus to tell Bob Scott to replace the end of the drive at 16 Dragon Way by digging out down to the ledge, installing a squash culvert and grading back to a slight up-hill slope up the drive way.

**Budget vs. Actual**

The Board reviewed the Budget vs. Actual. Cash flow is anticipated to be very tight and the school payment in May will have to be deferred a couple of weeks.

**Report on Employees Meeting on Cadillac Health Insurance Plans**

Samson provided a copy of the handouts that were distributed to employees describing the possible strategies to avoid excise taxes when we hit the Cadillac Health Insurance cap.

**Emergency Management Grant**

Samson indicated that efforts were underway to secure the equipment for the EOC. When funded, the old PD generator will be available for relocation to another Town location. It was agreed that the logical place to move it to would be the Town Office/Library.

#### Hazard Mitigation Grant

Samson reviewed the state grant award that is available to fund the 5 year up-dating of the Canaan Emergency Mitigation Plan. There is a match for the grant but it is composed of the time needed to redo the plan expended by Samson, Bellion, Frank and Scott. Motion by Dave McAlister and second by Bob Reagan to approve the grant award, the contract, the scope of work, the special provisions and acknowledging and agreeing to making a 25% match (\$2,000) in expenditures necessary to achieve the purposes of the grant. Unanimous approval.

#### Septage Management

Samson reviewed the reopening of the septage pits that should not have occurred until the new metering system was in. John has been advised to close it down until the meters and cameras have been installed.

#### Health Issue – Canaan Food Mart

Samson reviewed problems that exist at the Canaan Food Mart where sewage was backing up due to improper installation of sewage lines within the building. There was no problem with the septic tank. Food Mart has been ordered to make needed repairs.

#### Junk Yards

There was a general review of junk yards including two potential violators on Choate Road in Canaan.

#### Other Business

Al Posnanski asked that the 4-H be allowed to take trash to the dump and use a town truck for their road-side clean-up program which was approved.

Sam Frank asked for permission to order the new cruiser with payment to be made the end of June. Consensus was to allow and sign purchase order.

Sam also asked that the Board sign the MOU with Upper Valley Lake Sunapee Regional Planning Commission to accept a camera system for the police station. The Board asked to see the bids on the system (not needed as the purchase will be going through UVLSRPC) and that a change be added to allow the Board discretion to cancel the agreement in the future.

Samson asked if the Board would consider picking up the trash near Capolla's property. The Board declined noting that it was private property.

Board decided to hold the July and August meetings at the Meeting House.

Samson was directed to tell Valley News to quit throwing the Advantage publication on the ground in the winter since it becomes part of roadside litter.

There was general discussion of the use of modern glass in a window restoration done at the meeting house.

At 7:35 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:48 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:48 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Dave McAlister and second by Bob Reagan to approve a forbearance agreement by Convex. Unanimous approval.

Motion by Bob Reagan to adjourn at 7:49 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 19<sup>h</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM. In attendance were Selectmen Robert Reagan, David McAlister, and TA Mike Samson. Others: Phil Salvail, Al Posnanski, and Gary Wood

Minutes 5/5/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 5/5/15. Unanimous approval.

Budget vs. Actual

There are few changes in the budget but the repair numbers for the transfer station tractor are now shown under the transfer station. The revenues are fine but the tax bills aren't out yet. We will send the school payment out this week. Our reserves are a little over \$100,000.

Senior Center Improvements

Samson explained that GCSSC had received a CDFA grant for facility improvements to all of the senior centers. The Towns of Littleton and Canaan own their facilities. CDFA has asked for a performance mortgage for 10 years indicating that the facility must be used by the Town or another non-profit during the 10 years or the amount of the mortgage must be repaid on a prorated basis. The total amount that was allocated to Mascoma was a little over \$45,000. Samson indicated that there appeared to be only about \$15,000 in work needed. He indicated that the balance could be used for other repairs on the senior center that would be mutually agreed on by the Town and GCSSC. Samson asked that we approve the proposed performance mortgage after we do the mutually agreed upon work and only to the level that the actual work cost. He recommended that the Board send a letter of intent to sign the mortgage on the recommended conditions to GCSSC and to CDFA. Motion by Dave McAlister and second by Bob Reagan to send the letter of intent with the conditions discussed. Unanimous approval.

Economic Development

Samson reported on the success of the first meeting. He indicated that the Board needs to review the proposed programs that allow for tax stabilization and tax incremental financing. The consensus of the Board was to review the programs prior to discussion in June.

Humane Service Contract

Samson reviewed the proposed Humane Society contract which is the same as last year's contract. Motion by Dave McAlister and second by Bob Reagan to authorize Scott Borthwick to sign the contract. Unanimous approval.

Generator

Samson indicated that the Chief is hopeful that the Town will receive funding for a new generator at the EOC. The question is whether we will take the slightly used generator that served the Police Department and put it at the Town Office. There was discussion that the new generator would be placed at the northeast corner of the Library and the propane tank would be placed on the east side of the building between the big tree and the entrance to the elevator. Bob Reagan agreed that we would determine the size of the tank needed based on expected usage rates for the generator. There was a consensus of the Board to move the generator to the Town Office when and if the EOC receives State funding.

### Sludge

Samson noted that septage is still not being taken until a new meter and camera system is installed. He noted that John jumped the gun by taking it in May without having the meters.

### Ball Field/Swim Program

Samson noted that the Ball Field is progressing nicely. We need to get jock sand and conduit for the new field. He asked for permission to take the jock sand out of the \$16,000 donation and in the event that we run short for the total project, take it out of the government buildings line. The cost of the jock sand is about \$1,600 and the conduit is about \$700. The consensus of the Board was to approve the funding as proposed. The swim program dinner raised about \$600. We have at least \$6,600 of the \$8,000 needed to support the swim program.

### Bid for Asphalt

Samson reviewed the proposed bid documents for asphalt work. The consensus of the Board was to send out the RFB.

### Quimby/Redmond

Samson indicated that the time has expired for the Redmonds to repurchase the Quimby property on Route 4. He asked for permission to get quotes on removal of the house. Motion by Dave McAlister and second by Bob Reagan to seek bids for demolition of the building and award of the contract. Unanimous approval.

### LCHIP Response

Samson reviewed the letter from LCHIP excoriating the Town for failure to get permission to change the lights and repair the caulk on the windows. He indicated that he would send in applications to replace the lights and repair the windows. The plan is to get Preservation Committee and LCHIP prior approval for the requests language then file the two requests with LCHIP.

### Other Business

Samson reviewed a requested pole license. Motion by Dave McAlister and second by Bob Reagan to approve the utility pole siting license. Unanimous approval.

At 7:23 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:35 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:35 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 7:39 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, June 2<sup>nd</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the foot of Codfish Hill. In attendance were Selectmen Robert Reagan, David McAlister, and TA Mike Samson. Others: Ted Fontaine, Kernel Seamens, Richard Robinson, Phil Salvail and Bob Scott.

The Board walked Codfish Hill to Furbish's house at 97 Codfish Hill. Drainage alternatives were discussed and listed to propose to landowners. Samson was directed to prepare a map of the proposed changes and send it out to all landowners in the impacted area.

Motion by Bob Reagan to recess at 6:45 and to reconvene at 7:00 PM at the Library Conference Room. Second by McAlister. Unanimously approved.

Chairman, Scott Borthwick called the meeting back to order at 7:00 PM at the Library Conference Room. In attendance were Selectmen Robert Reagan, David McAlister, and TA Mike Samson. Others: Phil Salvail, Al Posnanski, Bob Scott, Ted Fontaine and Gary Wood.

Minutes 5/19/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 5/19/15. Unanimous approval.

Budget vs. Actual

There are few changes in the budget. Revenue from tax bills is starting to come in. The cash flow looks more secure at this point although the June school payment will be deferred about two weeks.

Highway Grant

Bob discussed his application for a grant for a vibratory roller and an emergency highway message board up-grade. He indicated that the Town had received an anonymous grant of \$10,000. It isn't enough for the roller but is more than enough for the sign which will cost about \$3,000 to up-grade. The Board noted that all grant applications must be approved by the Board of Selectmen and instructed him not to submit any applications in the future without Board Approval. Motion by Dave McAlister and second by Bob Reagan to accept the anonymous gift. Unanimous approval. Samson stated that we will warn a hearing about the receipt of the gift and the proposed use of the gift for the sign up-grade. Once a hearing is held, the board will authorize an increased expenditure over appropriation. Samson also indicated that the remaining amount would go into the unassigned fund balance and be added to the warrant amount next year to fund highway equipment. Samson was directed to write a policy regarding applications for grants for Board approval. Once approved it will be circulated to employees.

Other Business

Bob Scott discussed paving the Codfish Hill ditches. The consensus of the Board was to add the ditch paving to the paving request for bids.

At 7:45 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:50 Ted Fontaine entered Executive Session.

At 8:00 Ted Fontaine left the Executive Session.

At 8:15 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:17 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 8:17 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, June 16<sup>th</sup>, 2015**

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

Minutes 6/2/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 6/2/15. Unanimous approval.

Budget vs. Actual

Revenue is running fairly well and the school payment has been made.

Codfish Hill Drainage

Bob Scott made a case for using the HDPE Smart Ditch plastic ditch liner. Bob proposed 300 feet of the material at a cost of \$22 per foot or \$6,600. There was discussion of whether the paving could be done over the lip of the liner and the answer was yes. There was also a question of whether a damaged section could be replaced and the answer was yes. Bob indicated that the plow trucks wouldn't catch the edge since there was a crown to the road. The consensus of the Board was to allow the use of it.

Bob also asked to hire the mowing company for roadside mowing. Motion by Dave McAlister and second by Bob Reagan to authorize the mowing. Unanimous approval.

Pete's Junk Yard

Motion by Dave McAlister and second by Bob Reagan to approve the application for Pete's junk yard. Unanimous approval.

Economic Development Incentives

Samson reviewed all of the possible tax incentives and the required and proposed rules for the incentives. All will have to have voter approval in 2016. Samson was authorized to develop the local rules for the economic development incentives.

Samson was encouraged to post signs on Williams Field including a sign encouraging economic development.

Other Business

Samson described a proposed grant for the police department for additional DUI patrols. Motion by Dave McAlister and second by Bob Reagan to accept the grant. Unanimous approval.

Samson was advised to change the Department Head meetings to Mondays in the future. Bob Scott discussed paving the Codfish Hill ditches. The consensus of the Board was to add the ditch paving to the paving request for bids.

At 7:25 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:55 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:56 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 7:56 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Thursday, June 25<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 3:00 PM at the Library Conference Room. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott.

The Board discussed Codfish Hill and Bob discussed the lack of sufficient time to complete all of the drainage work on Codfish Hill and prepare Talbert Hill in time to pave this year. He recommended paving 4 miles on Goose Pond Road and paving Codfish but leaving Talbert until 2016. The consensus of the Board was to follow that recommendation. Bob was reminded to continue sending the weekly reports to the Board.

Samson indicated that tonight is the hearing for the acceptance of two grants; one from Homeland Security for \$97,355 and one from an anonymous donor for \$10,000 to be used for Highway Equipment. The acceptance of these two grants results in unexpected income with specific purposes for expense and the revenue was unexpected. A vote in favor tonight will increase the appropriated budget by \$107,355.

Samson reviewed the paperwork for the EOC grant from NH Homeland Security. It was verified that the match is in the form of the newly constructed EOC building area. It was also verified that Paragraph 10 was satisfied since the money from New Hampshire is already dedicated to this project. Motion by Bob Reagan and seconded by Dave McAlister as follows: "The Town of Canaan Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$97,355.00 for the purchase of equipment for and outfitting of a new Emergency Operations Center and a new generator in the Canaan Police Department. Furthermore, the Board acknowledges that the total cost of this project will be \$194,710.00, in which the Town will be responsible for a 50% match (\$97,355.00)." Motion passed unanimously. Dave McAlister voted to expend these funds as proposed in the grant application and to state that the revenue is unexpected and will increase expenditures above the appropriated budget.

Samson reviewed the Highway grant for \$10,000 that was initially discussed at the June 2<sup>nd</sup> meeting. Dave McAlister voted to expend these funds on highway equipment as directed by the donor and to state that the revenue is unexpected and will increase expenditures above the appropriated budget.

**Other business**

There was general discussion of the new library steps.

At 3:30 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 3:42 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 3:42 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 3:43 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday July 7<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Meeting House. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott, Al Posnanski, and Gary Wood.

Minutes 6/16/15 and 6/25/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 6/16/15 and 6/25/15. Unanimous approval.

Budget vs. Actual

No major changes. The budget is running very tight.

Road Grading

Bob Scott reviewed the grading and indicated that Clark was touched up and Gould, Kilton and West Shore would be done in the next week or so. Samson was asked to check on a photocell to prevent the lights on Williams Field from coming on too early in the evening.

Generators

Samson indicated that the plan currently is to take the existing police generator and install it at the Water Treatment Plant and move the Water Treatment generator to the Library. Samson was asked to check on the isolation distance for the diesel powered generator.

Canaan Hall Equipment

Samson generally discussed the conflict with third party caterers at Canaan Hall and the ownership of equipment in the hall. Samson indicated that Chappy's equipment is stored in the hall and is used by recreation for at least three major fundraising dinners and the Thanksgiving Community Meal. He indicated that he hoped that the equipment would stay to allow for fundraising.

Septage Report

All equipment is ordered to complete the installation of meters and cameras at the Wastewater Plant.

Williams Field Equipment and Improvements

Samson reviewed the separate requests from Marvin Rocke and Bev Chapman for field improvements and equipment. Both requests were approved subject to the Rocke request being approved by the Canaan Recreation Commission.

Codfish Hill Drainage

Samson indicated that there was agreement amongst all of the parties regarding the drainage plans for Codfish Hill. Agreements had been signed by all affected landowners.

Control Technologies – Liberty Utilities

Samson discussed the application for new pole placements in the South Road Choate Road area. Motion by Dave McAlister and second by Bob Reagan to approve the pole licenses. Unanimous approval.

### Library

Samson discussed the need for a gutter and a top coat on the Library steps. The consensus of the Board was to authorize both projects.

### Trees on Common

Bob Reagan discussed the possible need to remove and relocate two trees on the west end of the Village Common. He indicated that they really block the view of the common and are encroaching on the central path. The consensus of the Board was to hold a couple of public meetings to get input on future plans and include the Friends of Canaan Village.

### Parts of the Past

The Board reviewed the application of Parts of the Past for a junkyard license renewal. Motion by Dave McAlister and second by Bob Reagan to authorize Scott Borthwick to sign the application as approved. Unanimous approval.

### Abatement Hammond Water & Sewer Disconnect

Samson indicated that the Hammonds wanted to give up the capacity on the old Highway Garage property. Motion by Bob Reagan and second by Dave McAlister to revoke the capacity reserved for the lot and abate the capacity charges for the last quarter and the current quarter. Unanimous approval.

### Other Business

Samson reported on the potential for cellular service. Motion by Dave McAlister and second by Bob Reagan to authorize the effort to place cellular service in the Town. Unanimous approval.

Kevin Hurley indicated that the Scouts will be building a sign at the S curves indicating the Town Forest. There was also discussion regarding changing the codes on the transfer station gates. The Board indicated a desire to recognize the police officers and dispatchers that were responsible for the arrest of a fugitive.

At 7:50 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:55 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:56 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 7:56 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, July 21<sup>st</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Meeting House. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Others: Al Posnanski, Phil Smith, Phil Salvail, John Bergeron, Kim Tracy, Judith Kushner and Gary Wood.

Minutes 7/7/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 7/7/15. Unanimous approval.

Personnel Policy

Samson reviewed the language that was contrary to state statute RSA 98-E, in the personnel policy. Specifically, he recommended deleting the third sentence of V. 6., the wording “or political messages” in the first bullet on page 28 of the Personnel Policy and the sentence that starts with “Never jokingly imply” in paragraph 8 of the Transfer Station Operations Manual. Motion by Dave McAlister and second by Bob Reagan to delete the language recommended by Samson. Unanimous approval.

Village Common Trees

Samson indicated that Helen Skiest had asked that the trees be left alone. There was a recommendation to only trim the trees and a comment that trimming would look terrible. There was also a suggestion to look at the Master Plan.

Paving Bids

Samson reviewed the results of the bids submitted for paving. He noted that there were big differences in United’s bid based on tonnage assumed for Goose Pond and a difference for R&D’s assumption of yards for swale work on Codfish Hill. Samson was directed to contact both bidders for clarification and to award to R&D if they were still the lowest bid. Motion by Dave McAlister and second by Bob Reagan to direct Samson to clarify and award as appropriate. Unanimous approval.

Budget vs. Actual

Samson noted that the tightness of the budget remains. Revenues are coming in strong.

Fire Department Air Packs / Cruiser / Mower

Samson indicated that the Fire Department was still hoping that they would receive a grant to cover the cost of the air packs. If that were the case, Samson indicated that the funds freed up could be used to replace a mower and the cruiser which was losing excessive oil. In such case, the decision would be made at the end of the year to allow for sufficient reserves.

Dyer Retail Dealer License

Motion by Dave McAlister and second by Bob Reagan to authorize Scott Borthwick to sign the application as approved. Unanimous approval.

Economic Development

Samson reported on the latest meeting of the Economic Development Meeting and reiterated that a cell tower was imminent and that flood proofing the Village would be a

priority over the next 18 months. Progress is being made on many fronts with 4 new bed & breakfast operations and the opening of the laundramat.

#### Historic Resources Funding

Judith Kushner presented a proposal for funding from the NH Division of Historical Resources for a historical survey of the Village and planning for mitigation of potential natural disasters. She specifically sought support and cash flow from the Town. Samson expressed concern about having two flood studies going at the same time and argued that the study undertaken by the Town should be engineer driven. He also noted that in another Town that he had managed, there was a study that put 80 buildings in a Village on the federal Historic Registry. He indicated that there was a problem with landowners being able to change the buildings after being placed on the Registry. Judith indicated that there would be no obligations like that and noted that a federal representative would be available at a meeting at the Library steps at 9 AM on Thursday who would reassure everyone about that issue. The Board indicated that they would look at what was developed as a grant application and then make a decision about support.

#### Maville Water & Sewer

Samson indicated that the Town prevailed on the landlord tenant issue for Maville and the water would be going off again. There have been discussions with Dan Maville's mother about taking the property back but all discussions have been relying on Dan Maville leaving the house. The consensus of the Board was to work with the mother who was attempting to recapture the money she had lent Dan.

#### Other Business

John Bergeron asked that the Board look at creating a continuous line of Bouys across the lake where the reservoir starts.

Hammond's proposal for demolition of the Quimby house was reviewed and the consensus of the Board was to award the contract to FC Hammond.

At 7:25 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 7:45 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:46 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 7:46 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, August 4<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Meeting House. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Others: Al Posnanski, Peter Michaud, Amy Dixon, Judith Kushner, Trish Weekes, Gary Wood and John Bergeron.

Minutes 7/21/15

Motion by Dave McAlister and second by Bob Reagan to adopt the draft minutes for 7/21/15. Unanimous approval.

Commendation Deferred

Village Common Trees

The Selectmen were urged to review the plan provided by the Friends of Canaan Village. It was suggested that a real expert look at the trees. It was suggested that we look at pruning. Bob Reagan noted that the complaint came because the trees screened the common from view as you are approaching it.

Proposal to Create Historic Registry for Village

Peter Michaud, Judith Kushner, Trish Weekes, and Gary Wood spoke strongly for the advantages of creating a registry of historic buildings in the Village. The proponents argued that the only negatives associated with a 106 review related to federal permits and grants would be true regardless of the the properties being on the historic registry. They argued that the designation would save future applicants time and money when faced with a 106 review. It was noted that a majority of property owners could make the decision to create a historic district regardless of the wishes of the minority property owners. Several Selectmen expressed displeasure with the potential for federal regulation of uses of the property and questioned the offsetting advantage of federal funds. The Selectmen ultimately felt that the wishes of the property owners should prevail.

Motion by Dave McAlister and second by Bob Reagan to adopt the following resolution: "The Town is happy to sponsor the application for the Pre Disaster Planning Grant for Historic Properties with the ultimate approval of a contract with the State to be conditioned on strong support (65% or more) of affected property owners and a majority of voters meeting at a public hearing warned at least four weeks in advance voting to support the effort." McAlister and Reagan in favor. Borthwick against.

Budget vs Actual

Samson reviewed the budget with both income and expense. The expense side is still running very close to fully encumbered and the income side is looking to be safe for the budgeted amount.

2016 Budget

Samson reported on the proposed budget where the goal is to fund several new initiatives including a capital reserve for government buildings and a higher appropriation for bridges while keeping the increase in the tax rate to 2% or less. This year a collaborative public process was used to prepare the budget. A budget was proposed by all department heads and adjusted in a group meeting on August 4<sup>th</sup>. The current budget draft is an increase of \$89,348 or 2.67% and a resulting tax increase of 1.47%. Insurance are not yet known nor are fees for

prosecutions and dispatch. Wages are tentatively projected to increase 2% and the increase is in the budget.

#### Septage & Gray Water

Samson indicated that we will be taking in gray water from the condos at Enfield at the rate of about 6,000 gallons a day. The cost will be 3 cents a gallon. We will also be taking in septage from Cardigan Mountain School next week. The meters and cameras are not yet active.

#### Appointments

John Bergeron proposed recommended appointments for the Historic District Commission. Motion by Dave McAlister and second by Bob Reagan to appoint Justina Lemoi with a term ending 2018. Unanimous approval.

#### Other Business

None

At 8:35 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:58 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:58 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 8:59 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Friday, August 7<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 4:00 PM at the Town Office Conference Room. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Others: Al Posnanski, John Bergeron, Reggie Barney, Judith Kushner, Gary Wood, Andrew Cushing and Joanna Carr.

**Reconsideration of Support for Pre Disaster Planning Grant to Protect Historic Resources.**

Scott Borthwick introduced the subject and indicated that there were members of the Board who had asked for reconsideration. Bob Reagan indicated that he thought the historic registry work would discourage economic development by being too restrictive. Judith indicated that the District would come after the registry work and would be a benefit rather than a detriment. She gave Claremont as a good example. Samson indicated that he thought that the support of economic activity was more effective than creating the historic district. He compared Bristol and Enfield where both had made significant improvements in the streets and lighting but where Bristol was showing more vitality because of business development activities that are independent of the historic preservation work. Judith indicated that we need to protect these properties and assure that they will be protected from flooding. She said that we need to take pride in our history. Joanna noted that the buildings need to be at least 50 years old and thought the district was needed. Gary noted how the sidewalks and trees and lighting were important to economic development and was critical of Samson saying it wasn't needed. Samson indicated that we now have trees, sidewalks, and lights, and before we develop more we should develop the commercial activity in the area that has been improved. Samson argued for investors and vision. Gary indicated that good design was critical. Al Posnanski said he wouldn't invest in the Village if it had restrictive regulations. Judith indicated that the registry work would lead to flood mitigation funding. Reagan and Borthwick and Judith discussed the federal 106 review process for federal funding and permits that requires a mediated review of development that could impact historic properties. Judith noted that it can't prevent a project. Samson noted that the facilitated process can result in conditions that effectively prevents a project. Judith noted that this pre-review can speed up a 106 process. McAlister indicated that there was no support for federal involvement in governing use of property.

Motion by Bob Reagan and second by Dave McAlister to withdraw support for the application. Unanimously approved.

Scott Borthwick thanked Gary and Judith and the whole group for their efforts and indicated that the Board does appreciate their work.

**Consideration of a NH DOT Agreement to maintain and pay the utility cost on the crossing lights at Mascoma Valley Regional School District.**

David noted that Enfield pays a crossing guard at Enfield Elementary School 20 hours a week to direct traffic. Motion by Dave McAlister and second by Bob Reagan to approve the DOT agreement. Unanimous approval.

**Consideration of Senior Center CDFR Security Agreement.**

Samson indicated that the Board's conditions had been incorporated and approved by CDFR.

Motion by Dave McAlister and second by Bob Reagan to approve the security agreement.  
Unanimous approval.

Motion by Bob Reagan to adjourn at 4:59 PM with second by McAlister. Unanimously  
approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, August 18<sup>th</sup>, 2015**

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

**Minutes**

Dave McAlister moved to approve the minutes of August 4, 2015 and August 7, 2015. Second by Bob Reagan. Unanimously approved. Corrected copies of July 7<sup>th</sup> and July 21<sup>st</sup> were also signed by unanimous consent.

Budget v. Actual - No additional changes.

Police Commendation - Deferred for scheduling reasons

**Review of Codfish Hill**

There was general discussion of where the project is. Bob indicated that the dirt work and drainage would be complete by the end of August and that the paving would be scheduled by the end of September.

**Septage Meters**

Samson reviewed the status of the septage meters. They are partially installed but not yet connected to power and not installed on the upper level. Samson described how the meters would work and said he understood that the second pipe would be goint to the upper level septage beds. Samson also discussed the request by Gerngross to connect to the Canaan Water and Sewer system. They are looking at plans to run lines under the rive and connect north of Kenny Lary's house and on the 118 side of the river.

**Chief's Drive Water & Sewer Lines**

The Town has received a request to connect Moore's to the water and sewer lines. The water pressure has been low in that area because of the size of the water line and the line size will need to be increased. That will be at our expense. The septic tank is already in place and was installed when the system was built but never connected. That will be at the expense of the owner.

**Meeting House Ramp**

Samson provided a drawing of a new ramp for the Meeting House. He asked for permission to get bids on the ramp. It will be paid for out of Meeting House funds. The Board agreed by consensus.

**Grading Review**

Samson showed a slide show of the grading job done on Corno Road and there was general discussion regarding the plugging of water diversions and rock pushed to the sides and windrows left on the edges that would obstruct drainage. Bob indicated that he would speak with the highway crew.

**Larry Gaudette**

Samson reported on a meeting with Gaudette. He gave photos to Gaudette indicating exactly what needed to be remediated. He also told him that the charges would not be dismissed. The indication was that Larry would plead not guilty and would ask for a trial and if the area was

cleaned up prior to the trial the charges would be dismissed. The Board agreed that the flowers and vegetable bins could stay for now.

#### Economic Development Review

Samson walked the Board through the last planning exercise that explored how to market the Town to people looking to experience the outdoor resources of the Canaan area. Samson noted that the results of the two hour session were very impressive and will create a road map for this area of development.

#### Salt Contract

Mike and Bob discussed the salt contracts from Cargill and Morton. It was not clear whether the higher price for Cargill was for salt with additives or straight salt. Bob indicated he would check for the next meeting.

#### Road Striper

Bob presented an argument for getting a mechanized road striper at a cost of about \$15,000. He proposed using the Byrne Foundation money to pay for half of the purchase price. His argument was that the small manual striper we currently use is too labor intensive to stripe fog lines on the 30 miles of paved road. The consensus of the Board was to not buy a striper at this time.

#### Other Business

There was a request to pave the end of the Methodist Church parking lot. The Board indicated that we agreed to pave it one time when we arranged to get the additional parking at the Town Office. Samson was directed to check on the agreement and report back.

Samson asked that the Board sign documents required by the State of NH for the Emergency Operations Center for \$97,355 with a match of equal sum that is met by the construction of the Center. Dave McAlister moved to approve the documents including all obligations contained therein and sign the the forms. Second by Bob Reagan. Unanimously approved. Forms were signed.

At 7:45 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:35 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:36 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 8:36 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, August 25<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:30 PM at the Town Office Conference Room. In attendance were Selectmen Scott Borthwick, Robert Reagan, David McAlister, and TA Mike Samson. Members of the Planning Board present; Arnold Song, Kathi Meyerson, Carol Anne Morrison, Barbara Dolyak, Chris Wadsworth and John Bergeron were invited to attend.

At 6:32 PM Selectman Reagan moved to enter executive session. Dave McAlister seconded the motion and it was unanimously passed.

At 8:35 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 8:36 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by Bob Reagan to adjourn at 8:36 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, September 1<sup>st</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, David McAlister, and TA Mike Samson. Others: Al Posnanski, Ryan Porter, Sam Provenza, Sam Frank, David Schambow, Jen Frank, and Carol Cushman and Phil Salvail.

**Minutes**

Dave McAlister moved to approve the minutes of August 18, 2015 and August 25, 2015. Second by Scott Borthwick. Unanimously approved.

**Police Commendation**

Scott Borthwick presented awards of commendation to Chief Sam Frank and Officer Sam Provenza who worked closely with Hanover Dispatch to apprehend a wanted fugitive.

Budget v. Actual - No additional changes.

**Budget 2016**

Samson reviewed the budget and noted that there would be modifications in the Library Budget which will be included before September 17<sup>th</sup>. The actual tax increase is less than 1.5% so far with insurances to be adjusted in November.

**Cell Towers**

Samson discussed the competing plans between Cellinfo and Industrial Communications. Industrial wanted one tower on the pinnacle and Cellinfo wanted one on Davis' property and one on Zani's property. Cellinfo has already signed a contract on the Zani property and Industrial indicated that it would not compete.

**Dan Maville**

Samson reported that the Maville Notice to Vacate expired on August 15<sup>th</sup> and he had not left. Samson indicated that he has asked Shawn Tanquay to seek an order of ejection and Shawn indicated that it would take 6 to 8 weeks.

**Tim Lewis**

Samson indicated that the Planning Board has dismissed the application by Lewis for a subdivision permit since he had failed to list all abutters and as a result the abutters were not properly warned. Samson indicated that Lewis could ask the Selectmen to direct the Planning Board to continue. That has not happened yet. The other alternative is to resubmit. Samson indicated that there were at least 15 possible residential units on the property although three were empty and one was uninhabitable. Samson recommended restarting enforcement action against Michelle Lewis.

**Junk Yards.**

Samson indicated that Larry Gaudette pled guilty to the criminal charges and Chuck Adams pled not guilty. Chuck will be scheduled for trial. Larry had a fine of \$1,000 imposed which was suspended pending the completion of the cleanup.

**Other business**

Carol Cushman indicated that she hoped that the trees on the Village Common would be managed in accordance with the Design Plan for the Common. She also asked that the BOS repair the end of the Methodist Church parking lot. Samson had provided the Board with a

signed copy of the agreement with the Church that said that the Town would make repairs to the lot but not repave the entire lot. Samson indicated that the area that needs work is 75 feet along the road and about 30 feet back from the road white line. He recommended that the Town strip the asphalt, level it with new gravel and repave it. Samson was directed to talk with Bob about including it in the R&D paving job.

At 7:12 PM Selectman McAlister moved to enter executive session. Sott borthwick seconded the motion and it was unanimously passed.

At 7:35 PM Dave McAlister moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously.

At 7:36 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Borthwick seconded the motion. Motion passed unanimously.

Motion by McAlister to adjourn at 7:36 PM with second by Borthwick. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, September 15<sup>th</sup>, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Al Posnanski, Bob Scott, Carol Cushman and Phil Salvail.

**Minutes**

Dave McAlister moved to approve the minutes of September 1, 2015. Carol Cushman asked that the minutes be changed to indicate that the trees on the common be maintained in accordance with the Design Plan for the Canaan Village Common. Second by Scott Borthwick. Borthwick and McAlister voted in favor and Reagan abstained.

**Proposed Budget Budget v. Actual**

Samson reviewed the proposed budget and indicated that the total budget would most likely increase taxes by about 1% even with health insurance increases. He noted that the expenditure line for bridge inspection needs to be changed to bridge repair and replacement and should be increased to \$35,000. After some discussion, the consensus of the Board was to increase the bridge replacement to \$35,000.

**Review of Codfish Hill**

There was a general discussion with Bob Scott regarding Codfish Hill. There were a few concerns about drainage at the Seamans, Boilard, Ibey and Jones properties. Bob indicated how he would address these.

**Review of Maville Property**

There was general discussion regarding the Maville property. The property has been secured after the fire. Danny is allowed to enter to retrieve personal property only with supervision. If Danny has vacated the property, Murielle will have at least six months to sell the property that she has the mortgage on. This assumes that Danny stays out of the property.

**Schedule for tax sales**

Samson reviewed the process that occurred in Maville's case. Thirty day notice was given to the tenant to find other lodging. That expired on July 18<sup>th</sup>. Danny was given 30 days notice to vacate and that expired on August 15<sup>th</sup>. We held off on noticing Danny until the tenant had alternative housing. Danny was still in residence at the time of the fire and well after August 15<sup>th</sup>. Town counsel was directed to start a action of ejectment to remove Danny from the premises after the 15<sup>th</sup> of August. That was underway at the time of the fire. All occupants were banned from the premises after the fire to protect the building and assure payment of taxes and to honor the fiduciary responsibility to the mortgage holder. Typically, there is a period during which the Town negotiates with the property owners and/or tenants and that period runs between 60 and 90 days. Upon receipt of an empty building we secure the building with new locks and have personal property removed by the owner or otherwise. A notice of sale by the Selectboard is issued which takes a little over 90 days and the former owners have 30 days to indicate that they will redeem the property and must make payment within 15 additional days, otherwise the property will be put up for sale which will extinguish any rights of redemption.

**Policy Regarding Tire Rotation**

Samson discussed a recent truck repair where the wheels had fused to the hub from rust. There was discussion as to who is responsible for rotation. Bayne indicated that the practice

has been for the road crew to rotate their own tires. The Board decided that the primary responsibility would stay with the Town Mechanic but that he could ask the drivers for help.

#### Salt Contract

Bob indicated that the \$82.50 charge for the pretreated salt from Cargill is the best price. He indicated that he wanted to stay with the pretreated salt rather than go back to the standard salt. The Board approved a contract for up to 600 tons of salt at \$82.50 a ton for use in the 2015-2016 winter for a total not to exceed \$51,234. Orders are to be by purchase order to be approved in advance by the Board. The amount is for both the remainder of 2015 and 2016.

#### Other business

Samson indicated that there was interest in getting a contribution of additional land for the Sawyer Hill Cemetary from Karen Wolk as she is selling her property. Samson was directed to speak to her.

Steve Schneider is planning on picking up three quarters of the cost of Kati Jopek. Half of the pay would be to replace Enfield's Recreation Director, a quarter would fund the regional coordination and a quarter would come from Canaan for the regional coordination.

Cindy Neilly has submitted a proposal to put the Librarian on Grade 17. She is currently on Grade 16. It was also suggested that the Assistant Librarians would see increases that would reduce the gap between higher paid and lower paid assistants. The Board approved the changes by consensus.

Samson reviewed the quotes from the heating fuel vendors. The lowest cost bidder was simple energy. The Board approved the award of the contract to Simple Energy by consensus.

Samson indicated that Bill McDonald representing the Assembly of God Church would like to give gift cards to Town employees. The consensus of the Board was to authorize the acceptance of the cards.

Samson reviewed the propose price for repaving the first 20 feet of apron in the front of the Methodist Church parking lot. The price of \$4,248 was approved by consensus of the Board. The limited visibility due to a bush at the corner of Canaan Street and Route 4 was discussed and the suggestion was made to meet with Gary Wood.

At 7:29 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 7:43 PM Dave McAlister moved to come out of Executive Session. Reagan seconded the motion and the motion passed unanimously.

At 7:44 PM Dave McAlister moved to seal the minutes of the executive session and Selectman Reagan seconded the motion. Motion passed unanimously.

Motion by McAlister to adjourn at 7:44 PM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, October 6, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: John Coffey, Carol Cushman, Al Posnanski and Gary Wood.

**Minutes**

Dave McAlister moved to approve the minutes of September 15, 2015. Motion by Bob Reagan and second by Dave McAlister. Unanimously approved.

Budget v. Actual - No additional changes.

**Budget 2016**

Samson reviewed the budget and noted that there no changes from the last draft. The insurances and prosecutor and dispatcher contracts were the remaining items. The budget is up about 4% including the gross budgeting items and the tax increase is less than 2%.

**Mechanic's Accounts**

There no changes proposed.

**Review of Codfish, Goose Pond and the Methodist Church**

Codfish and Goose Pond are complete and the Chuch will be done around the 15<sup>th</sup>.

**CIP Revision of Bob Scott's Truck**

Samson indicated that in discussions with Bob, less was spent this year on the 1 ton truck and plow and we still have the Byrne Foundation grant balance of \$7,000. He felt that we may have as much as \$20,000 available against the \$30,000 cost of the truck in 2016. Samson suggested that we warn the truck for purchase in 2016 rather than 2017 and buy it if we have enough funds in the capital reserve and operating budget. This would speed up the truck acquisition by a year over the next five years. The Board consensus was to change the CIP budget to include the truck in 2016 and accelerate the schedule accordingly.

**Additional Well for Water System**

Samson indicated that we experienced a lot of sediment in the water this summer that came from the deep well. The explanation is that with lower water tables, the well is sucking water in from greater distances and as a result it includes more mineral fines. While they are not harmful, it changes the appearance of the water. One solution would be to add an additional well. The well could conceivably be added anywhere in the water distribution system. John presented two proposals for a new well prepared by Horizons that had costs between \$750,000 and \$1,000,000. The consensus of the Board was that the proposals were too expensive and not currently justified.

**Land Sales**

Samson indicated that we would be selling the Lasheway, Parish, Hollenbeck, Henley and Quimby properties over the next 90 days. We will continue to hold the Maville property for a year to allow Danny's mother to sell the property. He has asked John Hennessey to winterize Lasheway, Parish and Maville properties. The consensus of the Board was to approve the five sales and the deferral.

Ware Property

Samson reviewed what the goals were for the Autoware property and discussed what the Town had offered for the property.

Other business

The Board approved licenses for SK Bean's and Craigs Auto.

Bob Reagan moved to approved the proposed schedules for Old Home Days and the two town wide yard sales. Second by McAlister. Unanimously approved.

At 6:47 PM Selectman Borthwick moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 6:48 PM Selectman Borthwick moved to exit executive session to hear Executive Councilor Joe Kenney. Bob Reagan seconded the motion and it was unanimously passed.

At 8:08 PM Selectman Borthwick moved to re-enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 8:22 PM Selectman Borthwick moved to exit executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 8:22 Selectman Borthwick moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by McAlister to adjourn at 8:23 PM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Thursday, October 15, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott.

**Tax Rate**

There was extensive discussion of the tax rate. Overall the rate is up 8.4%. The rate is up 4% for the Town portion due to lost revenue from Fairpoint and a 50% increase in elderly exemptions and a 100% increase in handicapped exemptions. The school rate is up 13% and 4% of this is attributable to the same causes as the Town rate. The balance is due to the bond and school operating budget increases in spite of the use of school surplus of more than \$360,000 to reduce taxes. Samson indicated that he increased revenue expectations by \$20,000 to help offset the increase but the result only helped reduce the rate by 10 cents. The final rates are \$6.70 for Town, \$1.78 for County, \$19.22 for School and \$2.57 for State Education Tax. Motion to approve rate by Dave McAlister and second by Bob Reagan. Unanimously approved.

**Skid Steer**

Samson indicated that Amy Thurber's father has an old skid steer that he is asking \$1,700 for. With four new tires and foaming the total cost would be about \$5,500. Samson indicated that Greenfield is interested in the two balers and we are asking \$5,000 for the balers. The consensus of the Board was to buy the skid steer if we sell the balers.

**Other Business**

Samson reviewed his best estimate at this time for year end revenue and expense assuming the best case situation. On the revenue side he indicated that if Motor Vehicle revenues remain strong, we could end up with \$221,000 in additional revenue (\$67,000 from Motor Vehicle). On the expense side, the best case is \$85,000 in unspent money for a total of \$306,000 which is much more than we need.

Samson discussed a request for funeral service reimbursement for welfare. The applicant is in need and the cost of the full service is \$9,644. The cost of a cremation is \$750. The applicant offered to give a mortgage on his home for the funeral. The Board by consensus declined to loan money for the full funeral but would make a customary contribution for burial.

Samson presented the proposed agreement on Autoware and the consensus of the Board was to approve the agreement.

Motion by McAlister to adjourn at 7:15 PM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, October 20, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Scott Sanborn, Mary Blain, Stuart Blain, Lorraine Goodman, Carol Cushman, Al Posnanski, John Bergeron, Chuck Townsend, and Carol Ann Morrison.

At 6:02 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 6:08 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 6:08 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

**Transfer Station Attendant**

Samson reviewed the applicants for transfer station attendant. The consensus of the Board was to hire Robin Gowing for the permanent part time attendant's position at the rate of \$12.00 per hour. Motion to hire and authorize compensation by Dave McAlister, second by Bob Reagan. Unanimously approved.

**Minutes**

Dave McAlister moved to approve the minutes of 10/6/15 and 10/15/15. September 15, 2015. Second by Scott Borthwick. Unanimously approved.

Motion to recess until after hearing by Planning Board. Motion made at 6:30 PM by Dave McAlister with second by Reagan and unanimously approved.

Motion to reconvene meeting at 6:35 by Dave McAlister with second by Bob Reagan. Unanimously approved.

**Class 6 Road Hearing**

The application by Lorraine Goodman, on behalf of Mary Blain and Stuart Blain, for permission to build on the Class 6 portion of Kilton Road (approximately 131 Kilton Road) and to authorize the placement of utility wires along the road was reviewed by the Board. The Board received a recommendation by the Planning Board to approve the application. Motion to approve the building permit for a dwelling on the Class 6 portion of Kilton Road and to authorize the placement of utility poles and wires on the road made by Dave McAlister and seconded by Bob Reagan and unanimously approved.

Motion by McAlister to adjourn at 6:36 PM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, November 3, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Ruth Conwell, Audrey Tacy, Philip Salvail, Gary Wood and Al Posnanski.

**Minutes**

Dave McAlister moved to approve the minutes of 10/20/15. Second by Bob Reagan. Unanimously approved.

**Budget vs. Actual**

There are no changes in the budget at this time. The expected surplus for this year could be as high as \$55,000 depending on whether we will experience further unanticipated expenses.

**Silvio Conte Refuge**

There was general discussion of the proposed alternatives for the expansion of the Silvio Conte Refuge area. Scott Borthwick indicated that he opposed Alternatives B, C and D because they allowed the possibility of eminent domain, a further limitation of uses, and the loss of payments in lieu of taxes. He indicated that he would only support an agreement like the Roby agreement. Motion made by Dave McAlister to oppose alternatives B, C & D with second by Reagan and unanimously approved.

**Rockwell Lawsuit**

Samson reviewed a lawsuit by Susan Rockwell regarding a parcel of land owned by Rockwell in Canaan. The claim is that the Town failed to defend Rockwell's claim of title. The property was deeded by the Town in a tax sale and by quitclaim deed with no warranties. Rockwell's claim is that the police department failed to use criminal process against her neighbor who contested ownership. The police department treated the situation as a civil matter to be adjudicated by a civil court. Samson indicated that he would have Shawn Tanquay answer the complaint.

**Ruth Conwell Abatement**

Ruth Conwell requested an abatement of the penalty imposed on her late filing of the property inventory form. She indicated that it was due to her mistake that made the form a couple of days late over a weekend. Samson noted that the Board has voted to discontinue the inventory forms in 2016 and due to the error, it was not unreasonable to abate the penalty. Ruth Conwell (inappropriately) indicated that if she received an abatement, she would make a contribution to the new health center. Based on the mistake, motion to approve the abatement by Dave McAlister with second by Bob Reagan. Unanimously approved.

**Clark Hill Road**

Audrey Tacy of 180 Clark Hill Road indicated that there was a rumor that the Town was planning on shutting down Clark Hill Road in the winter. The Board indicated that one member of the Board had heard a comment that it might be a good idea. Audrey noted that Clark Hill is the shortest route for emergency vehicles to reach parts of Canaan. She also noted that utilities, busses and postal workers use the road regularly. The Board indicated that before any action is taken there would be a hearing.

### Transfer Station

Samson indicated that the ramp for the recycling area is under construction. The Board directed that the HHW waste be bulked and shipped out this fall. They also authorized Brent Stevens to help John. They also authorized the use of a plumber and or electrician for completion of the meters and cameras.

### Personnel Policy

Samson reviewed a number of proposed changes to the personnel policy that came up during the Town wide employee review. There was one possibly contentious issue about comp time. Samson reviewed the concerns about the policy and the verification that the policy is in fact legal. He also proposed a change that it would only be used in extraordinary events. He asked whether the Board wanted to remove the comp time option. The consensus of the Board was to not remove the option. Motion to approve the proposed amendments to the personnel policy made by Dave McAlister with second by Bob Reagan. Unanimously approved.

### Autoware and Henley

Samson reported that there was a tentative agreement regarding Autoware and communication regarding Henley. Notices of pending sales are going out on six properties.

### Other Business

The track expansion to 1.5 miles is complete and it is hosting performance trials for the USA Subaru Rally Cross Team.

The Board directed Chief Frank to keep a record of all of the accidents at the new MVUHS entrance to Route 4.

The Board asked that the freight house and Cash Market be posted against trespassing.

At 7:22 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 7:50 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 7:51 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by McAlister to adjourn at 7:51 PM with second by Reagan. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, November 17, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Chuck Conrad, Audrey Tacy, Martha Richards, Phil Sallvail, and Al Posnanski.

**Minutes**

Dave McAlister moved to approve the minutes of 11/3/15. Second by Bob Reagan. Unanimously approved.

**Budget vs. Actual – 2016 Budget**

There are no changes in the budget at this time or expected surplus at this time. He also noted that the school rate increased 13% in Canaan, 12% in Enfield, 28% in Orange and 35% in Grafton. There was a 2% decline in Dorchester.

**Clark Hill Road**

Chuck Conrad and Audrey Tacy served brownies and discussed the rumor that the Town was planning on shutting down Clark Hill Road between Prospect and the Cemetery. Audrey outlined all of the impacts from such a plan. The Board indicated that there was no plan to shut it down except during the worst part of mud season. They thanked Audrey for the very thorough presentation. Unanimous consent to take no action on closing Clark Hill Road in the winter.

**Economic Development Report**

Samson reviewed the 2015 annual report for Economic Development. There are 18 activities planned for 2016. They focus on what is ready to go, what is the greatest need, what will generate the best long term impact, what will improve the tax base and what will best leverage other money and resources.

**HHW Shipment**

Samson reported that there is one Gaylord of paint left to bulk and all of the 2015 household hazardous waste will be ready for shipment.

**Transfer Station Recycling Area**

Samson handed out pictures of the new recycling ramp area for the tractor trailer transport of recyclables.

**Personnel Matters**

Samson indicated that there personnel issues at the Highway Department that the board was working on in executive session. He indicated it was being mentioned so that the public would know of potential issues should more public action be required.

**Martha Richards**

County Commissioner Richards gave a very detailed review of County activity and finances and solicited questions from the Board of Selectmen.

**Other Business**

None

At 7:55 PM Selectman Borthwick moved to enter executive session. Dave McAlister Reagan seconded the motion and it was unanimously passed.

At 8:45 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 8:45 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Bob Reagan and second Dave McAlister directing Samson to write a letter to Bob Scott regarding recent personnel issues. Unanimous approval.

Motion by Reagan to adjourn at 8:51 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 1, 2015**

Chairman, Scott Borthwick called the meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Phil Salvail and Al Posnanski.

**Minutes**

Dave McAlister moved to approve the minutes of 11/17/15. Second by Bob Reagan. Unanimously approved. Dave McAlister moved to approve the minutes of 11/16/15 (executive session). Second by Bob Reagan. Unanimously approved.

**Budget vs. Actual – 2016 Budget**

There will be several adjustments to the budget to accommodate last minute changes. Samson indicated that the budget should end with about \$50,000 in unspent money and the revenue side should have about \$120,000 left. We will need to move some capital reserve payments to the general fund. The Board asked for an analysis of hours for FT, PT and OT in the police Department. Samson thought that the differences between accounts reflected the full time hire, the loss of a part time officer and the certification process for the full time hire.

**Water & Sewer Report**

Samson indicated that we were still working on replacing water lines and installing a sewer line on Chief's Drive. Samson indicated that revenues from septage and leachate were about \$20,00 less than expected and he will be reviewing them.

**Highway Report**

Samson summarized the recent and planned work of the highway department. He was asked by the Board to check on the cost of White from Grafton doing the mowing.

**Other Business**

Samson asked for authority to issue citations for Gaudette and Adams for junk yard violations. They have not yet met the terms of agreement with the court. Samson also asked for authority to issue a citation to Michelle Lewis for sub-division violations. Motion by Dave McAlister to approve all enforcement requests. Second by Bob Reagan. Unanimously approved.

Todd Baravalle asked that he be allowed to carry over 54 hours of vacation as he will be covering for the lost part time and full time officers. The concensus of the Board was to allow the carry over for six months.

At 7:04 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 8:05 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 8:05 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.  
Motion by Reagan to adjourn at 8:10 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 15, 2015**

Chairman, Scott Borthwick called the meeting to order at 5:30 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott, Phil Salvail, Cortland Smth. Tony Bishop and Sam Frank.

At 5:30 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 5:50 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 5:51 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Reagan to approve a pay rate of \$17.73 for Tony Bishop provided that he sign the stipulation for all highway workers regarding improved communications.

#### Minutes

Dave McAlister moved to approve the minutes of 12/1/15. Second by Bob Reagan. Unanimously approved.

#### Budget vs. Actual – 2016 Budget

No changes. There will be a meeting on Tuesday, December 22 to approve year end encumbrances at 4 PM.

#### 2016 Budget

The Board reviewed the proposed budget and there were no changes. The total was 3,472,762. Dave McAlister moved to adopt the proposed budget. Bob Reagan seconded the motion. Unanimous approval.

#### Police

Sam Frank introduce Cortland Smith as his recommended choice for a full-time officer to replace Rick Brown. Sam noted that Cortland has worked for Enfield during the past four years and had served as a fill in officer for Canaan. The Board accepted the recommendation and the proposed offer of employment to Cortland. Dave McAlister moved to approve the hire at \$23.24 per hour. Bob Reagan seconded the motion. Unanimous approval.

Sam indicated that we would be interviewing candidates to replace Ellen right after the first of the year.

#### Department Hours

There was a discussion of department hours for the Town Office and Samson recommended that we change the open hours to 40 hours per week starting after the first of the year. The consensus of the Board was to make the change.

#### Proposed Warrant Articles

Deferred.

#### Water and Sewer

Samson reported that Highway and John Coffey were still working to complete water and sewer lines to two homes on Chief's Drive. There were several challenges that were encountered included unknown extra lines.

Samson reviewed the actual septage and leachate deliveries that have occurred so far. The proposed budget anticipates \$68,000 in septage and sewer revenues for 2017 but the total to date has been only \$33,000. This represents revenues from about 8 months indicating that we will do about \$45,000 next year. We will have to watch the budget next year since we need at least \$140,000 in revenues and we generated \$103,000 in water and sewer user fees. If we receive only \$33,000, the budget will be tight.

#### Highway Vacancy

Samson indicated that the vacancy created by Louis Jacobs leaving is advertised and the deadline should be extended to December 22<sup>nd</sup>. He also asked that the pay range be increased to the level that Louis had been paid prior to leaving which was \$18.51. The consensus of the Board was to extend the deadline and increase the range.

#### Other Business

Samson asked the Board to make a contribution to Gloria Koch for her purchase of a smart phone that will allow her to make adjustments to her computer while on vacation. The Board approved a one time expense of \$200 for the new phone. The phone will be owned by Gloria and all of the monthly fees are paid for by Gloria.

Samson reviewed an updated schedule for allowable rents. The Board adjusted the allowable amount for a 2 bedroom to \$900, a 3 bedroom to \$1,000 and a 4 bedroom to \$1,100 and left the 1 bedroom at \$700. Dave McAlister moved to adopt the revised schedule budget. Bob Reagan seconded the motion. Unanimous approval.

Bob Scott and Samson talked about the old backhoe. The Board indicated that they would like a proposal for the use and repair and cost of repair of the old backhoe. The current plan is to use it in the salt shed.

Samson reported that the SCBA air packs for the Fire Department have been ordered.

At 7:15 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 7:17 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 7:17 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Reagan to adjourn at 7:18 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 22, 2015**

Chairman, Scott Borthwick called the meeting to order at 4:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott, Ellie Davis, Al Posnanski, and Keith Barkett.

**Minutes**

Minutes from 12/15/15 were not ready yet.

**2016 Budget**

The Board reviewed the proposed budget adjustments that were the result of last minute increases and decreases. The new total is \$3,463,197. Dave McAlister moved to adopt the proposed budget. Bob Reagan seconded the motion. Unanimous approval.

**Encumbrances**

Samson submitted a list of last minute encumbrances that had been submitted for carry over. He indicated that we usually do this on December 31<sup>st</sup> but since he would be out of town, he is submitting it a week early. Some of the proposed amounts may in fact be paid by the end of the year.

| <b>PO</b> | <b>Vendor</b>            | <b>Amount</b> |
|-----------|--------------------------|---------------|
| 15096     | Action Garage Door       | 922           |
| 15102     | Cardigan Mountain Survey | 325           |
| 15112     | Verizon                  | 649.89        |
| 15110     | Carrot Top               | 326.48        |
| 15117     | Ben's                    | 750           |
| 15056     | Firematic                | 890           |
| 15098     | Hampshire Fire           | 375           |
| 15082     | American Test            | 470           |
| 15059     | Desourcie                | 325           |
| 15113     | Osgood                   | 500           |
| 15114     | Winmill                  | 2,700         |
| 15119     | Patriot                  | 48,000        |
| 15120     | Ferguson                 | 318           |
| 15116     | Roche                    | 650           |
| 15101     | Langlois                 | 750           |
| 15055     | Lily Tech                | 475           |
|           | Reeds                    | 5703          |
|           | Kibby                    | 355.99        |
|           | Town of Hanover          | 750           |
|           | United Rental            | 500           |
|           | Patriot                  | 7000          |
|           | K&B Rock                 | 17500         |
|           | David Zani               | 338           |
|           | NAPA                     | 439.96        |
|           | Liberty Utilities        | 250           |
|           | Barker Steel             | 2500          |
|           | Brand Company            | 693           |
|           | OME                      | 5008.54       |

Dave McAlister moved to authorize the proposed encumbrances into 2016. Bob Reagan seconded the motion. Unanimous approval.

#### Wages

Samson provided a spreadsheet for wages for January 1<sup>st</sup>, 2016. He indicated that he had a sheet from Gloria but made several adjustments to the sheet based on contract, missing numbers or recent changes. Dave McAlister moved to approve the schedule. Bob Reagan seconded the motion. Unanimous approval. All signed.

#### Warrant Articles

Samson provided a first draft of proposed warrant articles. There was general acceptance of the articles but the Board indicated that the two economic development articles needed to be simplified.

#### Mutual Aid Agreement – CNP Agreement – Health Trust Agreement

Samson provided copies of the agreements and the Board took them under advisement.

#### New Truck

Bob Scott asked the Board to approve the specifications for the new dump truck. The Board advised Bob to complete the review of the old truck and get Bayne's sign off on the new truck.

#### Autoware

Samson indicated that the checks were being completed to Danny Ware and should be closed before the end of the year. The check is being picked up Monday by Shawn Tanguay. Supposedly Danny will sign the documents Monday or Tuesday.

#### Maville

The family is cleaning out the house. Danny was there one day to show his brother how to turn the water on and off.

#### Henley

Henley redeemed the property.

At 5:01 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 5:20 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 5:20 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Reagan to hire Keith Barkett as a highway laborer truck driver at a pay rate of \$17.00 to be reviewed at the end of 90 days with an increase based on performance.

Motion by Reagan to adjourn at 5:22 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen