

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, January 3, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Philip Salvail and Ellie Davis.

**Minutes**

Dave McAlister moved to approve the minutes for 12/20/18 and 12/27/16. Second by Al Posnanski. Unanimously approved.

**School Tax Rate**

General discussion of the meeting on December 27. There was a consensus that going to a direct election of school board members which required a use of weighted voting would significantly reduce the voting power of Dorchester and Orange. They would drop from having 14% of the votes each to have about 4% of the votes each. There was a discussion about John Franz thinking that an 80%-20% blended rate might be acceptable to Dorchester since they had previously paid the tax with that formula. The consensus of the Board of Selectmen was to drop the weighted voting article and go with 80%-20% tax allocation article. There was discussion that a request had come in for a public, district wide, question and answer session. Samson indicated that he would set one up for Sunday evening the 8<sup>th</sup> at Canaan Hall.

**Year End Budget**

Samson reviewed the preliminary year end budget and noted that there could be as much as \$200,000 in unspent money. Gloria will have a final budget report by mid January.

**DRA objection to warrant articles**

Samson reviewed DRA's objection to letting the voters authorize expending money from the operating budget to put money into the capital reserves. Samson was directed to work with the Legislature and attorneys to get a bill passed specifically allowing our practice and giving us a waiver for 2017.

**Encumbrances**

Samson reviewed the encumbrances. Most have now been invoiced and paid. There are only a handful outstanding.

**Contract Approval**

Commerford, Nieder Perkins, Avitar and Humane Society contracts were considered for approval. Motion by Dave McAlister to approve all three and sign them. Second by Al Posnanski. Unanimous approval.

At 6:21 PM Selectman Dave McAlister moved to enter executive session. Al Posnanski seconded the motion and it was unanimously passed.

At 6:36 PM Selectman Posnanski moved to exit executive session, seconded by McAlister and it was unanimously passed.

At 6:36 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 6:37 PM Selectman Al Posnanski moved to adjourn. Second by McAlister.  
Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, January 10, 2017**

Scott Borthwick called the Executive Session to order at 5:30 PM at the Conference Room. At 5:31 PM Selectman Dave McAlister moved to enter executive session. Al Posnanski seconded the motion and it was unanimously passed.

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

At 5:50 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Ellie Davis and Ron Michaud.

**Petitioned Warrant Articles**

The following petitioned warrant articles were received:

01-4902.10-503	Advance Transit	\$9,000.00
01-4902.10.504	Grafton County Sr Citizens	\$12,500.00
01-4903.10-505	WISE	\$2,100.00
01-4902.10-406	NHVT VNA	\$9,700.00
01-4902.10-407	West Central Behavioral	\$2,200.00
01-4902.10-506	UVPHC (Formerly MVHI)	\$2,931.00
01-4902.10-507	Tri-CAP	\$3,819.00
01-4902.10-508	HeadRest	NONE
		<u><u>\$42,250.00</u></u>

The Selectmen reviewed the language of all of the petitioned warrant articles and voted 3-0 to Not Recommend the petitioned warrant articles.

The Selectmen reviewed all of the remaining Articles; 2 through 12. All articles except 5, 8,9, and 10 were approved and recommended. Samson indicated that we will not receive word from DRA about wording on the four articles until Thursday. He indicated that we will leave it as drafted or if DRA still objects, we will change the source for funding to “Unassigned Fund Balance as of December 31, 2016 with no additional amount to be raised by taxes” and move the expense items to purchase of capital items with the intent that the money would not be spent and would go into the unassigned fund balance.

**Minutes**

Dave McAlister moved to approve the minutes for 11/22/16, 11/30/16 and 1/3/17. Second by Al Posnanski. Unanimously approved.

Samson reported that the Autozone check was a refund for an incorrect posting of a credit that belonged to the FAST Squad.

#### Salt Purchase Order and Payment

The Board was informed that the bill from Morton Salt exceeded the “Not to Exceed” amount on the purchase order. Samson was directed to pay the not to exceed amount and to tell Morton that the rest would be paid when we pay for the next delivery. Samson was instructed to tell Bob Scott to make the deliveries for less than what is available so that we can avoid going over the purchase order because Mortons send full truck loads without regard to actual weight.

#### Grants for Sewer and Police

Samson described a grant for energy conservation measures at the lagoons and pump station and a grant to acquire an automated ticket writing machine. The Board had questions and asked that John Coffey and Sam Frank attend the next meeting.

The Board set the sales price for the snowblower at \$50 and the stainless steel sander at \$500 by consensus.

At 6:28 PM Selectman Al Posnanski moved to adjourn. Second by McAlister.  
Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Thursday, January 12, 2017**

Scott Borthwick called the open meeting to order at 7:30 PM at the Fire Station Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: The Budget Committee, Roger Lohr, and Alan Ricard.

Motion by Scott Borthwick to adopt the revised language on Articles 5, 8, 9, and 10, to fund the warrant articles out of Unassigned Fund Balance with no additional amount to be raised by taxes and to move the \$95,000 in expense items from funding for capital reserves to capital purchases. Second by Dave McAlister. Unanimously passed.

At 7:31 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, January 17, 2017**

Scott Borthwick called the Executive Session to order at 5:30 PM at the Conference Room.

At 5:25 PM Selectman Dave McAlister moved to enter executive session. Al Posnanski seconded the motion and it was unanimously passed.

At 5:45 PM Selectman Posnanski moved to exit executive session, seconded by McAlister and it was unanimously passed.

At 5:46 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: John Bergeron, Ellie Davis, Denis Salvail, Kevin McCullough, Bill Bellion, Phil Neily, Sam Frank and John Coffey.

#### Minutes

Dave McAlister moved to approve the minutes for 1/10/17. Second by Al Posnanski. Unanimously approved.

#### Police Grant

Sam explained the proposed grant for electronic ticket writing equipment. He noted that the State was providing it for free in exchange for road patrols and without the grant we will eventually be required to buy the unit at our expense. It is transferable from vehicle to vehicle. The Board of Selectmen approved the grant application by consensus.

#### Sewer Department Grant

John Coffee indicated that the Town needs to apply for the energy conservation funds in order to see what the terms will be. The changes to the aerators and to variable drive pump motors would result in significant savings and a 3 year payback. With the grant, it most likely would be a year. We won't know what the return payment to Liberty will be until we apply. The consensus of the Board was to authorize the application for the funding and reserve the right to reject the grant after learning what the repayment terms will be.

#### Building & Life Safety

Samson distributed drafts of the proposed revised building permit form and new language that will allow the Town to issue building permits by notification of a licensed technician that the work had been done to code or by the homeowner in the event that the work was legally done by the homeowner. Bill Bellion gave a summary of four illegal installations within the last two months that included at least one event that could have been life threatening. Samson walked through all of the proposed rules and instructions. Kevin McCullough suggested the addition of a couple of additional provisions that would require general contractor sign-offs for structural issues. Samson proposed that the public be notified and that a hearing be scheduled on February 21<sup>st</sup> at 6 PM for questions and answers and comments. The Board consensus was to schedule the hearing and solicit comments and proposed changes prior to February 21<sup>st</sup>.

### Lewis Sub-Division Up-Date

Samson indicated that the Town had retained the services of Gabriel Nizetic of Plymouth to conduct the prosecution of Michelle Lewis. Samson indicated that the law had changed as of the first of the year and now allows the Town to give a 20 day notice of failure to remediate followed by remediation by the Town at the expense of the landowner with the charges becoming a lien on the property that would be subject to deeding just like delinquent taxes. Samson indicated that if it came to that, the removal of the trailers would be about equal to the value of the land, house and garage. The property would then be sold to recoup the money expended. The Town will reserve the right to prosecute the criminal charges.

### Capital Reserve Legislation

Samson updated the Board on the hearing at the Legislature today on changing the capital reserve law. He indicated that Steve Hamilton was prepared to give additional clarification that would make the DRA proposed bill workable for Canaan. The Town of Hudson was looking for additional changes.

### School Tax Discussion

There was substantial discussion about the up-coming deliberative session, a meeting scheduled in Enfield for January 30<sup>th</sup> and the flack about negotiations in Dorchester being the equivalent of bribery. The Board reviewed the Dorchester proposal and it was noted that we were trying to make the 80%-20% proposal more palatable to the Town of Dorchester.

### Other Business

The Board considered the requests for appointments to the Historic District Kristina Burnett for an additional three year term to the Historic District ending in 2019 and Tina Lemoi as a Historic District Commission member to a three year term expiring in 2020. The Board also considered appointment of Jan Forbush and Scott Berry for another three year term on the Board of Adjustment with terms expiring in 2020. As required by the watershed protection ordinance, the planning board recommends these appointments. Motion by McAlister with second by Posnanski to appoint as requested. Unanimous approval.

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

At 7:55 PM Selectman Posnanski moved to exit executive session, seconded by McAlister and it was unanimously passed.

At 7:56 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:56 Selectman Posnanski moved to direct Bob Scott (2) to write up personnel violation notices and Mike Samson to issue a verbal notice. McAlister seconded the motion and it was unanimously passed.

Samson indicated that the Board had forgotten to get approval of the proposal in Dorchester earlier in the meeting. He pointed out that while the Board had individually signed the offer of assistance to Dorchester, they had not acted on it as a group.

Selectman Posnanski moved to approve the proposal drafted by Samson on

January 6<sup>th</sup> and previously signed by the Board individually on the sixth and seventh. McAlister seconded the motion and it was unanimously passed.

At 8:02 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, February 7, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Jessica Longley, Jason Lambert, Ellie Davis and Phil Salvail.

Minutes

Dave McAlister moved to approve the minutes for 11/7/17 after taking Phil Salvail's name out of the minutes. Second by Al Posnanski. Unanimously approved.

HB 251

This is a bill that will prevent Canaan from using operating budget funds to fund capital reserve accounts even if we obtain voter permission first. The Director of DRA's municipal programs had proposed a bill that would have allowed us and several other towns to use this process which all of us and our attorneys believed was a legitimate process. By the time that the work group of the municipal operations committee in the house was done with the bill, we were absolutely prevented from using that process, so now we can either use surplus funds or raise taxes but we can no longer take funds from the operating budget to fund capital reserves.

Tatem Appeal

To executive session.

DES Lewis Property

Samson reported that DES was going after Michelle and Tim Lewis on the front property on Fernwood Farms Road. At issue is the lack of potable water, no sewage capacity and an illegal mobile home park. The Town's attorney has not yet served the papers to remediate the property.

Water & Sewer at Autoware

Samson requested that the water and sewer service at Autoware be discontinued so that we do not pay any more capacity charges on the property. If it goes back to commercial use in the future, the developer will pay a connection charge to reinstate the service.

School Tax Rate Discussion

There was general discussion about how the school deliberative session went. The funding formula issue is now owned by the School District. Samson handed out a sheet with the fall anticipated tax rates. If the tax base stays the same and the state aid doesn't drop, Canaan's rate will increase 7%. Dorchester will increase 24%, Grafton will increase 18% and Orange will increase 12%. Enfield will actually drop about 1%. This will add additional pressure for change. State aid is likely to drop by 1-2% and tax base value may go up 1-2%.

There was no other business.

At 6:22PM Selectman Dave McAlister moved to enter executive session. AI Posnanski seconded the motion and it was unanimously passed.

At 6:25PM Selectman Posnanski moved to exit executive session, seconded by McAlister and it was unanimously passed.

At 6:25 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 6:27 Selectman Posnanski moved to authorize the Town Administrator to sign the response to Julie Tatem. McAlister seconded the motion and it was unanimously passed.

At 6:28 PM Selectman AI Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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AI Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, February 21, 2017**

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

**Driveway Complaint**

The property owner did not attend.

**Minutes**

Dave McAlister moved to approve the minutes for 2/7/17. Second by Al Posnanski. Unanimously approved.

**Hearing on Building Permit**

The contractors were not in attendance and Bill Bellion was unavailable due to emergency. The hearing was rescheduled to March 7.

**Budget vs. Actual**

Samson reviewed several items that are over budget and indicated we will need to use other funds to offset the costs. There were no major issues.

**Other Business**

Samson indicated that the roads need to be posted for 6 tons immediately due to the early thaw. Dave McAlister moved to approve the posting of all Town Roads to 6 tons.

Bill Bellion and Phil Neily joined the meeting and there was some discussion regarding the building permit. Language was drafted to cover ingress and egress as follows: "Structural issues including ingress and egress (windows, doors, stairs and railings) shall be in conformance with the State Building Code and will be certified by the applicant as meeting this code."

At 6:43 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, March 7, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Dave Shinnlinger, Amanda Perl, Kristin Campbell, Denis Salvail, Phil Neily, Kevin McCullough, John Coffey, Kimberly Depelteau and Phil Salvail.

**Minutes**

Dave McAlister moved to approve the minutes for 2/21/17. Second by Al Posnanski. Unanimously approved.

**Review of Energy Conservation Proposal for Waste Water**

John Coffey reviewed the proposal from Liberty Utilities to retrofit the aerators in the lagoons and to install a variable drive pump system in the sewage pump station. Coffey indicated that the total cost of the project is \$13,500 and that the Liberty grant will cover \$9,800 of the cost. He indicated that the budget had \$3,700 available within it to cover the balance of the cost. Dave McAlister moved to approve the grant and replacement plan and authorize the \$3,700 local expense. Second by Al Posnanski. Unanimously approved.

Request by New England K-9 to use the Town gravel pit and transfer station property for training of air scent rescue dogs and personnel. Dave McAlister moved to approve the use of the property provided that it was after transfer station open hours and we received notice and all participants signed a waiver of liability and indemnification of the Town. Second by Al Posnanski. Unanimously approved.

**Hearing on Building Permit**

There was a great deal of discussion on the draft building permit and information sheets. Ideas discussed were to change the permit to an “assurance letter” from contractors to shift liability to the Town. It was noted that the process had to have enforcement though a building permit to comply with state law. Futhermore, the idea is to get owners and contractors to attest that they had followed the law. There was discussion on how minor repairs would be defined and whether they would be waived. “Minor repairs” are repair or replacement of a component of a system rather than the whole system. The repair or replacement must be “in kind”. The repair or replacement should require “no new calculations or design”. There was a discussion of why and how “change of use” would be addressed. The language was changed to reflect a change of use would require a permit if there was “new construction” involved. Dave McAlister moved to approve the building permit form and administrative process to be used. Second by Al Posnanski. Unanimously approved. The Board directed Samson to inform the public on the flash email and website.

**Budget vs. Actual**

There were no major issues.

**Other Business**

David McAlister reported that there was concern that the Board was referring to closed sessions as Executive Sessions under RSA 91-A:3. The actual phrase in the law is Non-Public Meeting. The consensus of the Board was to call the sessions Non-Public Meetings.

At 7:49 PM Selectman Dave McAlister moved to enter non-public meeting. Al Posnanski seconded the motion and it was unanimously passed.

At 8:05 PM Selectman Posnanski moved to exit non-public meeting, seconded by McAlister and it was unanimously passed.

At 8:05 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 8:06 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, March 21, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Stripe Demarest, Stephen Freese, Sam Frank and Dave Shinnlinger.

**Reorganization**

Dave McAlister nominated Scott Borthwick as Chairman. Second by Al Posnanski. Unanimously approved.

The Board consensus was that the Selectmen assignments to committees would remain the same for 2017.

**Minutes**

Dave McAlister moved to approve the minutes for 3/7/17. Second by Al Posnanski. Unanimously approved.

**Appointment of Sam Frank as police chief.**

Al Posnanski moved to appoint Sam Frank as Canaan Police Chief. Second by Dave McAlister. Unanimously approved.

**Appointment of Fire Department Officers**

Dave McAlister moved to approve the recommended Fire Department Officers (attached). Second by Al Posnanski. Unanimously approved.

**Budget vs. Actual**

General review of the expense items. There were a few corrections of coding for expenses and there was an equal over and under in insurance otherwise not much of concern at this time.

**Building Needs and Budget**

Samson distributed a list of potential projects for building repairs in 2017. The list totals \$54,000. Available funding is about \$35,000 allowing for \$7,000 in unexpected repairs. Samson indicated that he would drop library lights, office electric door opener, office back door, ramp painting and Canaan Hall tile replacement for a total savings of \$15,500. He also noted that the \$12,000 for Elliott Field had about \$6,000 in gifts available for the work dropping the budget a total of \$21,500. That would reduce this year's need to \$32,500. The Board took it under advisement and will revisit it in April.

**Mechanic**

Samson recommended simplifying the ad and continue running it. Board consensus was to run a simple ad at \$50,000 salary.

**Other Business**

Dave Shinnlinger at the request of Canaan citizens asked why Samson was allowed to only work part time and spend the rest of his time on the Health Center. He wanted to know when the Board was going to stop that. He also wanted to know why the Town is paying

Samson full compensation at the same time that Samson is receiving a separate salary from the Health Center. Scott Borthwick indicated that Samson will no longer be using normal working hours for the Health Center when it opens on June 1<sup>st</sup>. Samson noted and the Board agreed that this does not prohibit Samson from using his own time outside of normal office hours on the Health Center. Samson indicated that there were two time studies done; one in 2014 and another at the end of 2016 to determine how Samson was using his time. The first was over 4 months and the second was over two months. The result of the first was that Samson worked an average of 76 hours a week of which an average of only 24 hours a week devoted to the Health Center. The second study indicated that the average weekly time in the office was 81 hours a week of which 30 hours a week were used for the Health Center. Samson indicated that the Health Center records can be examined and neither he nor any other Health Center Board member has received any compensation for services whatsoever. Any compensation would have to be reported on the federal form 990 and there is none. He noted that between pledges and cash donations, he has contributed \$20,000 to the Health Center.

At 6:55 PM Selectman Dave McAlister moved to enter non-public meeting. Al Posnanski seconded the motion and it was unanimously passed.

At 7:47 PM Selectman Posnanski moved to exit non-public meeting, seconded by McAlister and it was unanimously passed.

At 7:48 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:48 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, April 4, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Cindy Neily, Pat Danielson, Stephen Freese, John Bergeron, Phil Salvail, Andrew Cushing, and Ellie Davis.

**Minutes**

Dave McAlister moved to approve the minutes for 3/21/17. Second by Al Posnanski. Unanimously approved.

**Friends of Canaan Library**

The Friends asked for permission to hold a celebration of donors 2<sup>nd</sup> annual fundraiser at the library on May 18. The celebration would include wine and cheese etc. The consensus of the board was to approve the use and the wine.

**Appointment of Mike Roy to Historic District Commission**

John Bergeron asked that Mike be appointed to the Historic District Commission for a three year term. Dave McAlister moved to appoint. Al Posnanski seconded the motion. Unanimously approved.

**Museum Windows**

John Bergeron and Andrew Cushing asked for approval to replace the museum windows and to apply for a grant for the cost. The consensus of the Board was to support the effort but they wanted to see any grant applications prior to sending the applications in.

**Budget v. Actual**

Samson reviewed the budget and noted there were a few corrections and not much in the way of new changes.

**Highway Plan 2017 & 2018**

Samson indicated it will be presented at the April 18<sup>th</sup> meeting.

**Mechanic**

There are no great candidates for mechanic yet. Samson recommended that we change the compensation range to \$55,000 to \$60,000 to see if we could get a good candidate. He indicated that the existing range should have attracted someone. The thought was that there was a lack of candidates or a negative perception about Canaan. The position has been advertised through NHMA, the Union Leader and the Valley News. Samson indicated that he would also shorten the ad to make it more eye catching. Consensus of the Board to change the compensation scale to \$55,000 to \$60,000.

**Waste Water Energy Efficiency**

Samson reviewed the proposed contracts for the waste water energy efficiency projects. The cost is coming in less but the total cost to the Town will increase slightly since the larger grant for the aeration equipment is prorated as the completed price is reduced from the estimate. The estimate now is that the project will cost the Town about \$16,000 which

is about \$4,000 more. It is also possible that the project could be as low as \$13,000. Al Posnanski made a motion to go ahead with the project with the understanding that all of the match come from water and sewer. Second by Dave McAlister. Unanimous. The Board wanted Samson to warn John that he had to complete the project within the required time parameters. John was also to be advised to recycle the old pump motors.

#### Elderly and Handicapped Exemptions

Samson asked to publicize the April 15<sup>th</sup> elderly and handicapped exemption deadline. It was suggested that Samson put notices out through the meals on wheels program and have an information meeting on Thursday.

#### Maville Damages

Samson indicated that the Town had incurred about \$2,000 to repair broken water and heating lines at the Maville property. Those damages and damages to sheetrock and floors were submitted to the Town's insurance carrier. In the event that the Town repairs are not covered, the Town will put a lien on the property (agreed to by Muriel) and recoup the cost when the property sells. Consensus of the Board to approve the \$2,000 and follow the recoupment strategy.

#### Cash Market

Samson handed out a sheet indicating what the buyback amount will be on the three Cash Market properties (Ware). The total is a little over \$81,000 depending on per diem for interest. Samson indicated that he believes it will be redeemed within the next few weeks.

#### Health Center Tax Exemption

Samson indicated that the Health Center filed the necessary paper work prior to April 1<sup>st</sup> to seek total exemption from property taxes as allowed under state law. It is not discretionary. Non-profit health centers are automatically exempt provided that they file the paper work. The tax on the land last year was \$1,016. The Board indicated that they wanted to discuss a payment in lieu of taxes with the Health Center because it will use fire and police services. Samson indicated that he is not speaking for the Board since his first obligation is to the Town. He noted that Dale Barney had indicated that he would be willing to come to meet with the Board. The consensus of the Board was to meet with Dale about requesting a PILOT (Payment in Lieu of Taxes).

#### Other Business

Samson discussed the need for repairs to the Senior Center roof from the wind storm. Samson indicated that the money would come from the Government Buildings Account. The Board directed him to get a quote and a contractor. Larry Tibbets and Chris Kierstead were suggested.

Samson reported that the Flood Control report should be available in about three weeks. It is planned to hold at least two public meetings to introduce the report and provide a forum for discussion.

Samson asked the Board to consider waiving less than \$200 in interest and penalty for delinquent taxes in a case where the taxpayer was not aware that the taxes were unpaid due to a divorce. The consensus of the Board was to decline the request.

Ritchie Wheeler's request for a junk yard renewal was approved by Board consensus with Scott Borthwick signing the application.

The PD decision to not have the Police Department carry Narcan was discussed. The decision is based on the cost of training officers (very high), the frequency (2 responses last year with both parties deceased at arrival) and the fact that the FAST Squad accompanies the Police on all calls and they are trained and have Narcan available.

At 7:10 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel evaluation and individual tax delinquencies. Dave McAlister seconded the motion and it was unanimously passed.

At 7:39 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:40 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:40 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, April 18, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Bill Roebuck, Karen Baumgartner, Bob Scott, Frank Thibodeau, Ellie Davis, Dale Barney, Robin Gowing, JR Defosse, Lori Gowing and Phil Salvail.

**Minutes**

Dave McAlister moved to approve the minutes for 4/4/17 as corrected. Second by Al Posnanski. Unanimously approved.

**Complaint about Cardigan Mountain School Solar Array**

Several neighbors attended and asked what the Town could do to eliminate the impacts of the solar arrays and why they were allowed. The Board indicated that there were no regulations that would prevent the installation of solar arrays. Similarly, there is no Town regulation that would require screening. Samson indicated that Tim Jennings had promised to grow ivy up the fence that borders Prospect Hill. One of the neighbors indicated that CMS had provided to do some plantings but not ivy. Samson called Tim Jennings who indicated that the School was planning on planting trees and shrubs along the road to screen the arrays. The neighbors indicated that the arrays had destroyed their view to the east and as a result will severely devalue their property. They expected a revaluation that reflects the lost value due to the arrays. Samson indicated that they can appeal their assessment to the professional assessors and seek an abatement. He recommended that they check in with Terri to get the paperwork necessary for the abatement.

**Mechanic Hire**

Samson reviewed the three interviews of Thomas Marljar for Town Mechanic. Bob Scott also participated in one of the interviews. All were impressed by his ability, work ethic and 22 years of service at RSD. Dave McAlister moved to hire Tom Marljar at the rate of \$50,000 annually (\$24.04 per hour) subject to a 90 day review and starting on May 1, 2017.

**Highway Plan**

Bob Scott and the Board discussed Bob's plan for highways in 2017. The plan is to grind Stevens Road from the top of the first hill off of Route 118 to the end of the paving. The road will be reshaped and left to compact until 2018 and the repaved. He also plans on grinding part of West Farms Road and repaving all of the road past the current of paving to Eagle Estate (or Highland). For dirt roads he plans on rebuilding the end of Corno Road. Those plans will exhaust nearly all of the road reconstruction budget for the year. There is \$10,000 available for dirt road work for the year. There was discussion of the need to make road base repairs to other dirt roads and no money available to do any dirt roads. The Board identified Sugar Hill, Ball Park, Gould Road, Sawyer Hill Road, Andrew Lane and Hinkson Brook as needing work. Bob identified Wescott Road as needing work and added that Jones Hill would need repaving but said that the other dirt roads didn't need work after he cut back the trees and ditched the roads. Samson indicated that he had driven all of the dirt roads with John Coffey and found that there were about 8 miles of ¼ to ½ mile sections that were virtually impassable in mud season and argued that they needed to be

addressed. Samson offered to go out with Bob and inventory them next spring. The Board indicated that they would go out with Bob next spring and inventory them. The Board will continue to discuss future plans. Bob also indicated that he wants to spend \$12,500 for engineering for a culvert on Prospect Hill. Samson asked where the funding was coming from Bob indicated that it was from bridges. Samson indicated that the CIP funding is for state designated bridges and Prospect Hill isn't. Bob indicated that it needs to be done. Samson indicated that we could take it from bridges but we would not be able to fund the next major bridge in time for state funding.

#### Holidays and Vacation at Transfer Station

Samson reviewed Robin Gowing's complaint from the Transfer Station regarding the ability to take Saturdays off in the summer. The transfer station job descriptions called for working all Saturdays except for emergencies. This was objected to by Robin. The policy was changed to 2 Saturdays off a year for one employee at a time except for summers which are the busy season and then only for emergencies. Samson introduced a new proposed policy and explained that it would give more time off but still protect the busy season. Lori Gowing objected to the new policy, called it unfair and said that the Board just didn't care about employees. Samson indicated that the transfer station needed 3 employees on Saturday and we couldn't operate it all summer with just 2. Giving each employee two Saturdays off in the summer would mean being short handed 6 out of 17 weeks. Lori indicated that the Town better get used to it. Dave McAlister moved to adopt the proposed policy as written. Second by Al Posnanski. Unanimously approved.

#### Health Center Tax Exempt Status

Samson introduced the issue. The new health center is property tax exempt by state law. The Board of Selectmen wants a payment in lieu of taxes. They believe that the health center should pay something for town services and they don't want the town to lose the tax revenue it received from the raw land. Dale Barney, Chairman of the Health Center board indicated that the Health Center wants to be a good neighbor but wants to avoid taxes during the first two years which are the most problematic for cash flow as staffing costs are high and the practice is just starting to grow. Samson indicated that he is conflicted since he is involved in both. Scott Borthwick indicated that if the Health Center doesn't contribute, the Board would consider firing Samson since there had been assurances that the Town would not lose the tax revenue from the land. The current assessed valuation of the land is \$32,300 and the taxes last year were \$1,016.48. Dale said that he would meet with the Board on May 8 and bring a proposal back to the Board.

#### Farmers Market

Samson reported that Lynn Braley is reorganizing the Farmers Market and it is applying for its own non-profit status.

#### Truck

Samson reported that the selection of two trucks for the mechanic and water and sewer department will be done by Tom Marlar.

#### Building Repairs

Samson indicated that the roofing and fencing are scheduled and he will get a bid request out for painting. The toilet at the transfer station is also under way. There was discussion about whether the proposed contract for the roof included the hatch sealing and whether

there is sufficient ice block. Dave McAlister moved to approve Kierstead's contract if amended for more ice block and sealing the hatch. Second by Al Posnanski. Unanimously approved. Al also wanted to make sure that the Town would dispose of unusable doors and sell used motors.

#### Budget v. Actual

Samson reviewed the budget and noted there were a few corrections and not much in the way of new changes.

#### Maville Damages

Samson reported that the insurance company was denying coverage for the water damage to the ceiling and floor but would be paying for the repair to the water and heat lines.

#### Other Business

None

At 8:10 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel evaluation, welfare and individual tax delinquencies. Dave McAlister seconded the motion and it was unanimously passed.

At 8:38 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 8:39 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 8:39 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 2, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: John Bergeron, Bob Scott, Andy Van Abs, Susan Van Abs, Edward Bushor, Ellie Davis, Sean Hill, Lori Bliss Hill, Trinity Hill, Baylee Hill, and Matt Wilson

**Minutes**

Al Posnanski moved to approve the minutes for 4/18/17. Second by Dave McAlister. Unanimously approved.

**Highway Plan**

There were residents from 399 West Farm's Road that asked how far the paving was going. The answer is to the subdivision (Eagle Estate) just before their house. There was a request to pave more. The end point is an effort to stimulate development of the subdivision so as to increase tax revenue. There was a question why the process for Stevens Road was going to take 2 years. The answer is that the first year will be used to grind and reshape the road and paving after a year of compression. The Hills asked that the Highway Department do something about widening a curve on Roberts Road as it nears Canaan Street (on the Baldwin property). Bob indicated that he would look at it and report back on the 16<sup>th</sup>.

**Dodge Road**

Samson outlined the complaint about locks on the gates at each end of the Class VI Dodge Road. The gates are allowed but they may not be locked. The Board consensus was to send a notice to Robie that the gates need to be unlocked.

**Goose Control**

There was a request by Marcia Littlefield that the Town do something about the defecating geese at the beach. Scott Borthwick indicated that he would look at putting a proposal together.

**Firearm Policy in Town Office**

The Board discussed whether there should be a firearm policy in the Town office. The Board will review the policy.

**Transfer Station Bathroom and Elliott Field**

Samson reported that both projects are progressing.

**Museum Windows**

John Bergeron asked for the support of the Town for the restoration of the Museum windows. The Board consensus was to support the grant application including the use of Town funds depending on availability.

**Trucks**

Samson noted that Tom will be looking for suitable used trucks for cemetery and government buildings.

Other Business

None

At 6:58 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel hiring, evaluation, threatened litigation, and individual tax delinquencies. Dave McAlister seconded the motion and it was unanimously passed.

At 7:28 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:29 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:29 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, May 16, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Ellie Davis, Thomas Malar, and Joseph Poitras

**Minutes**

Al Posnanski moved to approve the minutes for 5/2/17. Second by Dave McAlister. Unanimously approved.

**South Road Junk Yard**

Samson reviewed and indicated that the area occupied by the junk yard at Eggleston's is in excess of the required square feet and is visible. Board approved by consensus building a notice and warning file for Eggleston.

**Choate Road**

Samson indicated that the junk yard on Choate Road at Michael Braley's house is not visible or only the front end of two cars is visible from the road and recommended no action.

**Pete Nadeau Junk Yard**

Samson submitted the junk yard application for Pete Nadeau. Dave McAlister moved to approve. Second by Al Posnanski and unanimously approved.

**Report on trucks and trailers**

Tom indicated that he was willing to go to an auction or have one of the dealers go to auction on our behalf to get two used pick-ups. The finders fee would be about \$500. The consensus of the Board was to authorize Tom to use his best judgement and spend no more than \$10,000-\$12,000 on the high mileage vehicle and no more than \$14,000 to \$16,000 on the lower mileage one.

**Engineering on Propsect Hill Culvert**

Samson reviewed the plan to rebuild the Prospect Hill culvert. The cost is not established yet nor is the funding source. The cost of engineering with Right Angle is 11,200 and the cost from White Mountain is \$1,000 more.

**Other Bridge Discussion**

Samson reviewed the up-dated plans for construction for Potato Road bridge. Engineering has to start at 2017 and be completed by 2019. There will be enough money for Potato Road but not for Grist Mill in 2022. Samson recommended using HEB again for engineering for the Potato Road project. Consensus of Board was to request waiver to use HEB again.

**New Transfer Station Attendant**

The Board approved Joseph Poitras as new part time transfer station attendant at the rate of \$12.50 per hour. Al Posnanski moved to approve the hire. Second by Dave McAlister. Unanimously approved.

### Revised Grease Plan

Samson reviewed the revisions to the grease management plan for the Golden Ming. The plan was revised to reflect a more reasonable and practical inspection plan and slightly adjust the penalties. The Board consensus was to approve the modified plan.

### HHW Schedule

Samson reported that the proposed schedule for HHW is June 10 and September 23<sup>rd</sup>.

### Other Business

Dan Collins had the only bid and the bid was approved for all of the proposed work. Dave McAlister moved to approve. Second by Al Posnanski and unanimously approved.

There was a request to change the curve on Roberts Road to widen the sight lines at the back of the Baldwin Ritchie property. Bob has prepared a plan and we will seek approval from Ritchie and report back next month.

Samson reported on Cardigan Mountain School and the solar array. Samson indicated that the assessed valuation using the Sansoucy formula was \$1,048,000. There will be additional discussion but the value will be placed on the tax card.

Donors asked for permission to put a granite memorial bench on the Meeting House lawn. The consensus of the Board was to allow it at a location acceptable to the Preservation Committee.

Sansoucy reported that there will be minimal impact on the Fairpoint assessments as a result of Legislative changes. It is much better than if we had settled for Fairpoints's first request or settled before the new rates were established under the law.

Samson was asked to try to sell the old compactors at the transfer station.

At 6:41 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel compensation, evaluation, and individual tax delinquencies. Dave McAlister seconded the motion and it was unanimously passed.

At 6:47 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 6:48 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 6:48 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, June 6, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: John Bergeron, Gerry Dubcuis (R&D), Josh Kierstead, Chris Kierstead, Jason Rogers, Bob Scott, Ellie Davis, Sean Hill, Lori Bliss Hill, Trinity Hill, and Baylee Hill.

**Minutes**

Dave McAlister moved to approve the minutes for 5/16/17. Second by Al Posnanski. Unanimously approved.

**Paving & Grinding Bids**

The Board opened four paving bids from United, Pike, R&D and GMI. A copy of the bid analysis is attached. Initially, the Board determined that Pike had the lowest overall cost. The cost per ton is second lowest but the cost of grinding was significantly lower. Dave McAlister moved to approve the Pike bid. Second by Al Posnanski. Unanimously approved.

**Trucks & Trailers**

Samson presented the three proposed purchases Tom Marlar has recommended the purchase of Bob Scott's truck for use of John Coffey in the water and sewer Department. The truck has been checked by Tom and he believes that it will provide at least 5 years of service. Because John is always on call, he will commute to and from Canaan in the truck. The truck has a hitch but has no plow. Bob does not want plows on either of the light weight trucks. It has a NADA trade in value of \$10,500 and will be purchased for \$9,500. The second truck recommended by Tom is a truck from Peanut's with a price of \$8,500. That truck has lower mileage and should also last 5 years. (Parenthetically, it was also noted that Tom has gotten the mowing tractor working. It was a combination of problems). Dave McAlister moved to approve the purchase of both trucks but noted that the Board had delegated the decision to Tom at the last meeting. Second by Al. Unanimous approval. Samson described three different closed utility trailers that he had looked at for a HHW replacement trailer. There was a used 2015 20' Freedom trailer from Shaker Valley for \$5,695, a new 20' Freedom trailer from City RV and Auto in Newport for \$6,495 and a new 20' Covered Wagon trailer from Barrington for \$6,700. The last trailer the Town had was a Freedom trailer and we were very pleased with it. The feeling was that a new trailer with new brakes and tires was worth the extra \$700. The consensus of the Board was to buy the Freedom Trailer from Newport.

**Roberts Road Widening**

The Hills attended and thanked the Highway Department for improving the sight lines on a corner of Robert's Road. The Baldwins/Ritchies agreed to brush removal at the corner to improve visibility. The Hill also delivered strawberries and cookies as thanks for the great service.

**LCHIP Application Museum Windows**

John Bergeron asked the Board to support the LCHIP application for window repair. The consensus of the Board was to support the application provided must not result in any future obligations to the Town during the 5 year stewardship period. Any costs incurred because of the LCHIP agreement must be paid for by the museum curators fundraising. This does not include normal painting and repairs historically provided by the Town government buildings budget. The Board directed Samson to review the final draft to assure it was consistent with Board policy.

#### Engineering Prospect Hill Culvert

There was general discussion and the consensus of the Board was to go with White Mountain pre-cast for engineering and permitting. Bob was asked get a cost number for the culvert from Michie. There is no money currently available for the culvert and there will also be a shortfall for the Potato Road bridge in 2018-2019 so other funding will be needed.

#### Utility Assessment Case

Samson indicated that the NH Supreme Court ruled against NH Elec. Coop and for the Towns which will assure that we do not lose the \$65,000 a year we were in jeopardy of losing in property tax revenue.

#### Proposed Forebearance Agreements

Samson outlined proposed forbearance agreements for Kirstead, Adams and Rogers. All were approved as drafted. Motion by McAlister and second by Posnanski to approve. Unanimous approval.

#### Diffuse Air Project at Wastewater Lagoons

The proposal to use used diffuse air equipment with a savings of about \$5,000 instead of the Liberty grant program was well received. It was noted that the engineering cost was estimated at \$2,500. The condition is that the engineering cost not exceed \$7,500.

#### Primex

Samson reviewed the proposed PRIMEX Agreement that would cap increases at no more than 7% annually if we sign up for 3 years. Motion by McAlister with second by Posnanski to authorize Scott Borthwick to sign the cap Agreement.

#### Other Business

None

At 6:41 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, June 20, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and Administrative Assistant Sharon Duffy. Others: Sam Frank, Bob Scott, Ellie Davis.

**Minutes**

Dave McAlister moved to approve the minutes for 6/6/17 as amended. Second by Al Posnanski. Unanimously approved.

**Budget vs. Actual**

There were no major issues.

**Commendation**

Dave McAlister wished to make a public statement of endorsement for Mike's efforts to attend the grand opening of the Health Center. He is proud of Mike has done, and was glad that Mike was able to participate despite his recent injuries.

**Old Home Days Appropriation**

Dave McAlister moved to approve \$1000. Al Posnanski seconded it. Unanimously approved.

**Cemetery Truck**

The board agreed that Barry Geddis could take the town truck home. They felt this was a good idea since he often works weekends or is on call, and because his home was closer to most of his work than the town garage. The following stipulations were added: Barry needs to keep a log of his driving. No smoking allowed in the truck. No unauthorized personnel allowed in the truck or to be transported in the truck. The old truck (John's) will be kept for errands until it is no longer cost effective to do so. It currently has low trade in value, but still has low mileage and is running well. Samson was directed to prepare a written agreement that the Town and Barry will sign.

**Water-Sewer Rates**

Water-Sewer Rates will be approved at a special BOS meeting on Monday, June 26 at 5:30pm. Ellie Davis asked a hearing was needed. It is not.

**Police Vehicle**

As an aside, Sam Frank let the board know that he had turned in a PO for the newest ballistic vests. The board was interested in what happened to the old vests. The old vests are no longer able to be used and are discarded.

As a result of the outcome of a trial in a drug arrest case, the police are able to take possession of forfeit motor vehicle free and clear. We would not need to pay more than a nominal registration or insurance fee. Bob Scott has checked out the car. It is solid, sound and has very low mileage. At first the board was not in favor of the idea. They were strongly against it. They believe that the general public opinion is that the police department already has enough vehicles, and that they do want to incur any more expenses for vehicles. Sam Frank was strongly in favor of taking the car so that it could be used for surveillance in drug investigation. The selectboard could see the advantage of that, but then felt the car would be compromised. After just a few weeks, they felt as if everyone would know about the unmarked car making it unusable for the purposes stated. In the end, the board agreed to a compromise. The police can accept the car. After 90 days Sam Frank will need to present a report of the benefits the car has provided and review the effectiveness of further use with the selectmen. If there is no further benefit and/or if the public response to more vehicles is negative, the car will need to be sold. Each board member was willing to agree to this and a consensus was made to move ahead and acquire the car.

### **Recreation Meeting**

The recreation committee will be meeting on Wednesday night to adjust field schedules at Elliot and Williams so that repair work can be done at Williams. Dave McAlister will be attending and will speak for the town on any issues that arise.

### **Museum Curator Members**

Al Posnanski motioned, and Dave McAlister seconded the museum curators' recommendation for the following changes in membership. All in favor.

Member to have their terms extended 3 years:

Donna Zani Dunkerton

Reggie Barney

Member to replace Dan Fleetham, Sr:

Susan Nero

### **Cozy Corner Concessions**

The board was in full agreement that the following would apply to anyone wanting to use the Cozy Corner parking lot to sell food concessions. The business should not create undue competition for established local stores. The business cannot use the space when it is reserved for town events or holidays. The town does not need to seek additional licenses for health or other things that would be covered by state law. The town should get waivers of liability and proof of insurance where applicable. Any use of utilities would be so small that it is outweighed by the benefits of more foot traffic in our downtown area. Any further policies would be discussed and created when Dave McAlister reviewed this issue with the Recreation Committee.

### **Highway Dept**

Bob Scott reports all of the reclaiming work is done on Stevens Rd. He is going to windrow West Farms soon to inspect the road base to see what needs to be done for repairs. Despite delays for road grading due to the broken grader and bad weather, there have been several public comments of appreciation for the work getting done and the recent use of sodium chloride.

### **Other Business**

The July and August BOS meetings will be held at the Meeting House. Ellie Davis asked for contact information for the town mechanic so that she could get him budget committee information.

The library has asked again about the locks for the 3<sup>rd</sup> floor. Mike Samson will call Gate Keeper to get that going.

At 6:30 Dave McAlister motioned to go into non-public session. Al Posnanski seconded. All in favor. Mike Samson then joined the meeting by telephone.

Dave McAlister moved to close the non-public session at 6:40 and seal the minutes. Al Posnanski seconded. All agreed. Non-public session ended at 6:40.

Al Posnanski motioned and Dave McAlister seconded to adjourn. All in favor. Meeting adjourned: 6:43

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, June 26, 2017**

Scott Borthwick called the open meeting to order at 5:34 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister (after 5:40), Al Posnanski, Town Administrator Mike Samson and Administrative Assistant Sharon Duffy. Others: Barry Claus and John Coffey.

**Water & Sewer Rate**

Barry Claus, who had seen in a town flashmail that water usage was down, asked why it was. It is due to water conservation measures on the well, vacant houses, better meter measurement, and user conservation. Being no more discussion, Al Posnanski moved and Scott Borthwick seconded to raise the water and sewer rate 15%. All in favor.

Selectman David McAlister arrived.

**Other Business**

The board asked John Coffey why his recently submitted purchase order was \$25 over what was expected. John said it was because the price went up without his knowing it, and though he had padded his estimate, it had not been enough.

The board was carbon copied a letter sent to the Canaan Police Department by Gionvanna Lepore regarding an atv operator operating illegally. If the board had given permission to the rider to be on class VI roads, he could be there. The board has not. No other action needed by the board as this is a police issue.

Scott Borthwick clarified that in regards to the agreement made with the police department at the last meeting about acquiring a vehicle for unmarked investigation that he wants this agreement to be put into writing and signed. Mike will write it up. He will also add that the vehicle is not to be used for court transport, but only for investigation.

The recreation committee has asked if 1 stall of the beach house bathroom could be closed and used for locked storage. Only 1 stall would meet the needs for a rest room, and beach personal needs to be able to lock up their expensive rescue and emergency equipment so that it is not stolen or tampered with. There was a concensus of the board that this was acceptable. Scott Borthwick reported that though he has been asked to spray to prevent geese, that there haven't been any geese there yet this year. He is going to wait to spray until there proves to be a problem.

Al Posnanski moved to go into nonpublic session at 6:05. David McAlister seconded. Unanimously approved.

Al Posnanski moved to come out of the nonpublic session at 6:25. David McAlister seconded. Unanimously approved.

Al Posnanski moved to seal the minutes of the nonpublic session. David McAlister seconded. Unanimously approved.

Scott Borthwick moved to adjourn the meeting. David McAlister seconded. Meeting was adjourned at 6:25 pm.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, July 11, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Canaan Meeting House. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski, Town Administrator Mike Samson and Administrative Assistant Sharon Duffy. Others: Adam & Elissa Eckhardt, Ed & Barb Bushor, Carol Corette, Arvilla Goss, Vi Wilson, Jane Wilson, S. Goss, Jim Wilson, Pat Fountain, Elaine Morrison, Kathy LaCroix, John Bergeron, Kathy Lee, Stripe Demarest, William Westgate, Dave Shinnlinger, Kevin Cattabriga.

**Approval of Minutes**

The minutes for the public session of June 20, 2017 and June 26, 2017 were approved with changes. The nonpublic session minutes for June 20 and June 26 were accepted as written.

**West Farms Road**

A group of people who live on West Farms Road attended the meeting to share their concerns about the highway repairs being made to that road. Resident Adam Eckhardt read a prepared statement in which he outlined some of his issues with the road which included poor drainage, rough surfaces, ruts, broken culverts, and dips. In addition he was concerned about the lack of communication or possible misinformation from the town about what work was being done and when. After he read the statement, several other towns people reiterated or added to his points. The overriding concern was that people wanted to be sure that the repairs were “done right.”

Selectboard members, Samson, and Highway Superintendent Bob Scott addressed individual concerns as they were voiced. They were apologetic for those who did not receive notice – letters were sent to tax payers only, therefore renters did not receive direct communication. There is no way to notify renters. Ten flashmail notices were sent over 10 weeks, and everyone was encouraged to sign up for this town publication. Some information did change over time. Rain and broken equipment did delay work on the road. In addition, the selectmen pointed out that information is available in the CIP report in the Town Report regarding road construction budgets and details. Mike Samson stated that Superintendent Scott has certificates in the highest training available in the state of NH, and reminded everyone of the good work that he and his crew have done in recent years on other roads in Canaan. Scott Borthwick asked if the attendees were satisfied with the work done on Talbert Hill and Codfish Hill. Attendees indicated they were satisfied. Scott Borthwick and Bob Scott indicated the West Farms Road would be comparable. Dave McAlister pointed out several roads that have remained in good condition for at least 10 years. It was pointed out that in order to have the road conditions that some people were talking about would be cost prohibitive for taxpayers. A related issue brought forward was the use of the road by heavy trucks and logging trucks. Several of these trucks have been seen speeding or operating dangerously. The selectboard said that residents need to call the police (or the town administrator) to make a report, to get plates numbers, and be willing to make statements for the police. In the end, the board thanked everyone for coming in and reassured them that they, too, cared about these issues. At this point this group of people left the meeting. Remaining attendees were the 3 selectmen, the town administrator, the administrative assistant, Bob Scott, Dave Shinnlinger, and John Bergeron.

**Raised Garden**

A resident of the Remale Block Apartments has constructed raised garden beds on town property in front of the Chinese Restaurant. This is a pedestrian hazard, and will interfere with Winter sidewalk maintenance. Mike Samson has spoken with the man, and let him know that it wasn't allowed, and that the beds needed to be permanently removed by the Fall. The Board agreed. They will send him an official letter stating this and giving him a deadline of October 1, 2017.

### **Appointment to the Historic District Commission**

Dave McAlister moved and Al Posnanski seconded to approve Elizabeth Jutila to serve as an alternate on the Historic District Commission. All in favor.

### **Policy for Vendors on Town Property**

Mike Samson presented a written summary of past, present, and proposed vendor policies. The new proposals included fees for use of utilities by vendors who are not participating in non-profit events sanctioned by the Town. Other new policies addressed vendors at Canaan Hall. The board will review the summary and create a final policy at a future meeting. They want wording in the policy to also reflect vendors at the Meeting House, and to have the policy published on the web and in the town flashmails.

### **Flood Mitigation Hearing**

The next board meeting will occur as part of a public hearing for Flood Mitigation in Canaan. It will be at 6pm at the Canaan EOC on Tuesday, July 18.

### **Budget vs. Actual**

Mike went over the expenses with the board. A few line items are over budget. One office computer needs to be replaced this year ahead of schedule – its fan is failing. The salary for the shared position between highway and cemetery is currently unbalanced, but it will work out. The same is true for government buildings. Also in govt. buildings, all of the painting will not get done. The Meeting House Tower may not be painted this year due to a lack of time. If delayed, it will be painted next year. The museum, and parts of the library and town office will be painted this year. Minor repairs to wooden siding at the museum will be done before it is painted. The advertising account is over budget because of the advertising to fill the mechanic's position. More advertising is expected later this Fall. The Fire Department will be changing some of the use of their CIP funds from a compressor to hoses. The compressor is not in need of replacement yet, and the hoses are. In regards to Water & Sewer billing, remediation is being made for the water meter at the Majewski Apartment that has previously been read, but unrecorded in the computer/billing system. Within two weeks, we should know what has not billed. In general board members thought that billing for this year would be fair, but not further back. They are reserving judgement, though, until they have all of the details.

### **Ladders**

The Fire Department has some ladders that are no longer of use to them, and has asked the board if they could be sold/given away to fire fighters instead of being disposed of. The board agreed as a whole with the following conditions. For each ladder, the fire department should ask for a \$40 payment and sign a waiver of indemnification for the town. The fire department members should have first choice of the ladders, and then other town employees. After that, any ladders left should be sold for scrap

### **FEMA**

The town applied to FEMA for \$75,000 for storm damage repairs. Bob Scott and Bill Bellion photographed the damage the day after the storm. If a declaration is made, a special meeting will be set to further process the request.

### **Guthri-Sprague Deed**

David McAlister moved and Al Posnanski seconded a motion to sign a corrective deed. The first one was improperly notarized. Unanimous approval. The board signed the deed.

### **Police Department**

In regards to the recent request agreement between the police department and the board of selectmen regarding acquiring a forfeit vehicle. The agreement was approved as written with the following additions or emphasis: The agreement is to end on October 1, 2017. It began on June 20, 2017. Use of the vehicle for training is approved.

The police union is ready to enter negotiations for the 2018 budget. The board is available to meet August 8 at 6 pm if the union is available that day. Mike Samson will confirm that date with them. Sharon Duffy will be sure it gets added to the EOC calendar.

**Other Business**

We have had problems retaining contractors to complete repairs on the town office and library. By consensus the board agrees that Mike Samson may advertise on the town flashmail for insured contractors to do the work. He is to make sure that he has their certificate of insurance before they begin any work.

There is no new news on the Canaan Cash Mart other than that the police are no longer opening the door for Linda Ware because her contract for access ended on July 1. Mike Samson has told Linda Ware that she can borrow a key from the town to get her stuff out of the building for time being.

**Nonpublic Session**

At 7:30 David McAlister moved and Al Posnanski seconded to go into nonpublic session. All in favor.

The board returned to public session at 7:44.

David McAlister moved to seal the minutes of the nonpublic session. Al Posnanski seconded.

Unanimously approved.

David McAlister moved to adjourn the meeting. Al Posnanski seconded. Meeting was adjourned at 7:45 pm. All in favor.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, July 18, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Canaan Emergency Operations Center. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski, Town Administrator Mike Samson and Administrative Assistant Sharon Duffy. Others: Alan Ricard, Philip Salvail, George Smith, Chuck Townsend, Ellie Davis, Carol Hawks, David McGrath, Arnold Song, Noel & Sharon Everts, Claude Lemoi, Mike Fogarty, Tim Josephson, Denis Salvail, Sean Sweeny (Flood Mitigation Presenter).

**Flood Mitigation Hearing**

Sean Sweeney from Headwaters Hydrology presented a slide show about the options for mitigating flooding in the Village of Canaan. The Village cannot be flood “proofed,” but the situation can be improved greatly with a combination of drainage culverts and/or spillways, and by clearing of impediments in present waterways. Headwaters Hydrology analyzed and presented 10 options and cost estimates for those options. Also shown were the benefits of changing the course of the west end of Graceville Road to accommodate more water in a flood in the already wet areas there.

In addition, Headwaters analyzed a commonly suggested solution of removing the bedrock outcropping down near the Gristmill Hill Bridge. Using the slide show’s Channel Evolution Model (Schumann, Harvey, Watson: 1984), it was shown why this would not solve the flooding issues in the village, and furthermore it demonstrated that such removal would cause further hazards.

**Town Vendor Policy**

A finalized draft of the Town Vendor Policy was presented. Dave McAlister moved, and Al Posnanski seconded to approve the draft as written. All in Favor.

**Other Business**

Chuck Townsend brought an update of the School Funding Meetings to the Board. There have been 4 meetings. They have heard from the DRA, the Department of Education, and other Schools that have looked at Funding Issues. The commission is still divided on the best way to address the issues. A recent straw poll indicated that 2 members favored no change. Two favored a formula based 80% on ADM and 20% on tax base and 3 favored a formula based 90% on ADM and 10% on tax base. The next meeting will be July 31. Chuck hopes that Canaan residents will attend. The Board indicated that anything less than 80-20 would have virtually no impact and taxes would go up again this year using that formula even though the budget was defeated and the school was using a default budget.

**Hazard Mitigation Plan Adoption**

The recently proposed Hazard Mitigation Plan was presented for approval. Dave McAlister indicated that the Board had attended the preparation of the plan and had no issues with it. There were no comments from the public. Dave McAlister motioned and Al Posnanski seconded approval. All in Favor.

At 8:05 Al Posnanski motioned and David McAlister seconded to go into nonpublic session. All in favor.

The board returned to public session at 8:35.

David McAlister moved to seal the minutes of the nonpublic session. Al Posnanski seconded. Unanimously approved. Al Posnanski motioned and David McAlister seconded to adjourn the meeting. All in Favor. Meeting was adjourned at 8:40 pm.

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Scott Borthwick, Chairman

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David McAlister

\_\_\_\_\_  
Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, August 1, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Meeting House. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski, Town Administrator Mike Samson and Administrative Assistant Sharon Duffy. Others: Bob Scott, Ellie Davis, and Dave Shinnlinger.

Dave McAlister moved and Scott Borthwick seconded to approve both the minutes from 7/11/17 and 7/18/17 as amended. All in favor.

**Budget vs. Actual/2018 Budget**

The board went over different lines of interest. In general a few budget lines are overspent at this time, but will even out before the end of the year as more revenue comes in. There is still some discussion about will happen with the line item for highway salaries. Eddie Provencial is slated to retire this year, but he may still work 2 months part-time in the summer and be on call in the winter. His retirement will reduce that line, but at this time it not clear how much. For the projected 2018 budget, foreseeable increases will include welfare rents, highway salt, highway reconstruction, insurance, and fuel. The water and sewer department will not have enough in revenue to fund capital reserves, but John Coffey expects to save money as a result of dewatering sludge and from the energy conservation measures they are taking now.

**Road Block Grant from Surplus/CIP-Fuel Depot-Hammer/Prospect Hill Engineer**

The town has just received a \$135,000 block grant that can be used toward infrastructure or roads. After discussing options, pros and cons, and hearing from Bob Scott, there was a consensus that \$65,000 would be spent on Jones Hill, \$10,000 on a fuel depot for the town highway garage (to preclude having to provide identity cards to every fire fighter to use the new system at the state highway garage), \$32,000 for engineering and culvert work on Prospect Hill. Al Posnanski moved and Dave McAlister seconded that the town would go with Michie for engineering work on the Prospect Hill Culvert. All were in favor. The engineering would be done this year, and the culvert work would be done next year. Bob Scott would also like to purchase a hydraulic hammer for the excavator. The town has owned this piece of equipment which was damaged last year. The alternative to owning is leasing which can cost \$4,700 a month. It is a very fragile tool to operate and maintain, but renting the tool means that the department often cannot deal with rocks that need to be broken up in a timely matter. The board wants to consider this option a little longer.

**Apportionment Committee Report**

The last committee meeting was July 31. In that meeting a vote was taken to see where committee members stood on the issues. Two members were absent. The vote showed that the group was in favor of an apportionment breakdown of 95%/5%. This breakdown is actually worse than leaving the funding entirely based on Average Daily Membership. Some committee members voted this way because they thought it was better than nothing. Catherine Mulholland stated that she understood after the vote the implications of that choice, and regretted voting that way. The Valley News called Mike Samson to garner his input for an article they were writing. He gave them statistics about how the different options on the table would affect each of the five town, and how it is important to look at attendance numbers and tax numbers from simultaneous years to be able to get an accurate picture. The committee had been presented with mixed data which skewed the actual results of impact on each town. There will be another meeting. It is possible that the vote will be reviewed or held again.

**Vacation: to be discussed in non-public**

**Police Negotiations:**

The board and police union have been unable to reach a mutually amenable time at this point based on dates suggested by the select board. There is 30-60 more days before the contract needs to be submitted. At this point Mike will ask the union to suggest 3 dates, and the board will try to make one of them work.

**Comcast Negotiations**

The Comcast Contract is up for renewal. There was a consensus that the town should begin renegotiations.

**Other Business:**

Biweekly Pay: Samson provided an explanation that going to biweekly pay would be helpful to free up more time in Gloria’s schedule to handle new bookkeeping responsibilities. The workers would receive an advance warning to help them to prepare financially for the change. The highway workers have expressed their dissatisfaction toward switching to biweekly pay. The board, in general, is in favor of the change but wish to discuss it with more employees before they make a final decision.

Transfer Station: An employee at the transfer station expressed concern about access to a power switch once it begins to snow. The board agreed that like any other equipment there, it is the expectation that the transfer station crew will keep access open with regular shoveling. There has also been some confusion about when the “yellow” transfer station stickers expire, and the new “pink” ones are needed. The pink ones are needed beginning Sept. 1, but people may start having them beginning Aug. 1. The employees have been notified of the rules.

School Apportionment: Dave Shinnlinger asked if the board ever talked with the state representatives for the school in Concord. Mike has written to them and called them. It has not helped. Mike explained that the problem is bigger than just state aid. The default budget is significantly higher than last year’s budget. Until the budget is controlled, the increasing tax problem will not be fixed.

**Non-public Session:** Dave McAlister motioned and Al Posnanski seconded to go into non-public session at 7:08. All in favor.

At 7:35, the board returned to public session. Dave McAlister moved and Al Posnanski seconded to seal the minutes of the non-public session. All in favor.

Mike Samson brought up the a request to clarify the vacation carry over policy for employees. After reviewing the policy and current practices Dave McAlister motioned and Al Posnanski seconded to allow the Highway Superintendent and the Police Chief to carry the normal 40 hours of unused vacation time and an additional 40 hours of vacation time, if requested by the Police Chief or the Highway Superintendent, and provided further that they use or lose the second 40 hours within 90 days. These 2 positions are being allowed an exception because of the inflexibility of their job, the excessive use of uncompensated overtime hours and seasonal need that distinguishes the management from line employees. Motion passed unanimously.

At 7:40 Al Posnanski motioned and David McAlister seconded to adjourn. All in favor.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, August 15, 2017**

Scott Borthwick called the open meeting to order at 6:00 PM at the Canaan Emergency Operations Center. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Sean Sweeney, Chris Fournier, Elwin Neily

Hearing on Flood Mitigation.

The second and final Hearing on ideas to reduce flooding in the Village of Canaan was held on Tuesday, August 15, 2017. Prior to the Village Flood Study, a typical flood would result in 23 major structures flooded. Five of those would be flooded cellars. 12 buildings are commercial structures. The study looked at 10 options. All of the effective options involved a new underpass under Route 4 to pass more water under Route 4. All the effective options included spillways or large culverts to move more water out of Williams Field and around the lower trestle behind Dale Barney's house.

At the request of Michael Fogarty, Sean Sweeney of Headwaters Hydrology examined a 11<sup>th</sup> management strategy which was to widen a passage through rock outcroppings just upstream of the Grist Mill Hill Bridge. The review of the 11<sup>th</sup> option indicated that there was no real improvement for the Village.

Chris Fournier of HEB Engineers joined Sean Sweeney in discussing Options 2, 4, 9 and 10. All of these options use spillways and underpasses under the Route 4 Bridge by Williams Field. Option 2 was the only reasonable priced option in the original 10 at \$2.4 million. This uses all spillways and only 1 Route 4 crossing. Total of 7 buildings would be flooded of which 3 are cellars only.

The two engineers, Selectmen, and public weighed how many buildings would be protected by each option against the cost. There was also consideration of where the funds would come from. Both engineers thought that national competitive grant awards would be difficult. A variety of other funding options were also considered.

As a way of making the project more affordable and doable by next year, HEB suggested splitting the Route 4 portion off since it is most expensive.

OPTION 12 The reduced project would only have two or three spillways between the Route 4 Bridge and Grist Mill Hill. There would be no underpass under Route 4. As with Option 9, there would be a total of 5 buildings flooded of which 2 would be cellars only. The cost would be \$670,000 and a likely candidate for State Emergency Flooding Mitigation. Of the original 23 buildings that regularly flood, this plan would save 18 and 2 more would flood only in the cellar. Only 2 are commercial. The cost is very reasonable and only 12% of the expensive plan with almost the same results.

The lack of additional passage under Route 4 would continue to impact Canaan Village Pizza and slightly increase the water flow over part of Route 4 during a 100 year flood to a little over a foot in some areas by Canaan Village Pizza. None of the proposed plans eliminates Canaan Village Pizza Flooding. The plans do reduce the height of the flood waters by about

half. Other strategies will be used for Village Pizza. If the Route 4 Bridge was reconstructed in the future, the span could then be widened to increase the flow under the bridge to an appropriate amount.

#### Grant Hearing

There was discussion of the receipt of an additional \$135,000 in block grant funding which is planned for Prospect Hill culvert and paving Jones Hill Road. Also discussed was the plan to apply for \$75,000 in FEMA funding to repair road damage from the July 1<sup>st</sup> flood. Any excess from these funds that reimbursed the Town would be used to prepare a FEMA mitigation grant. Dave McAlister moved to approve the receipt of the two grants and to expend as proposed. Second by Al Posnanski. Unanimously approved.

#### Proposed Wind Turbine Ordinance

A draft wind turbine ordinance has been received and will be posted for discussion on the Town's web site.

#### Hazard Mitigation Plan

The recently adopted Hazard Mitigation Plan has been posted on the Town web site for public review.

#### Lawsuit Canaan Cash Market

A suit has been filed by the heirs of the Thomas Neily estate. There is no news at this point.

#### Repairs to Meeting House

During the recent process to scrape and paint the Meeting House at least 30 to 50 clapboards were discovered to be rotten. A RFB is being prepared. It will be subject to LCHIP review.

#### Posting Cozy Corner

The owners of Dishin It Out have made statements indicating that they believe they own more property than they really do. Samson suggested showing them the survey of the Town property, then seeking a lease of the lot by them or in the alternative posting the property for a brief period of time. The Board agreed by consensus.

#### Police Negotiations

Samson indicated that Police Union negotiations will be starting on September 12 at 6 PM at the EOC.

#### Cardigan Mountain School Array

The business manager for CMS had presented a request for the Board to approve a payment in lieu of taxes on the solar array whereby CMS will pay taxes for the portion of the assessed valuation that is not related to tax exempt education programs. That would currently be 17.4% of the total valuation. Samson indicated that the CMS interest right now is a lease purchase but may be full ownership within the next 5 years. RSA 72:74 allows for the Town to treat a lease situation like CMS' situation as if they owned the array. The PILOT would state the terms for the agreement that they would pay on the taxable portion. The Town would still get about \$14,000 in taxes on the array and the land.

The Board unanimously agreed to the proposal and Samson was directed to draft the Agreement.

#### School Apportionment

Samson indicated that he had sent out a notice of the anticipated tax increases for the school this year and the Apportionment Committee's unwillingness to modify the apportionment formula.

#### Other Business

Use of Canaan Meeting House by Friends of Mascoma. The Board allowed the Friends of Mascoma to use the Meeting House provided there was no alcohol or food in the building, they had a porta potty on the premises to supplement the bathroom, and they notified the police department.

The Board decided not to purchase a hydraulic hammer for the excavator but did authorize a single month's rental of a hammer.

Poor House BBQ was authorized to use the common on the days that the Farmers Market operated for the whole day but they would have to pay \$25 if they used water and/or electricity. All actions by consensus.

At 8:06 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel evaluation. Dave McAlister seconded the motion and it was unanimously passed.

At 8:15 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 8:16 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 8:16 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, September 5, 2017**

Scott Borthwick called the Non-Public meeting to order at 5:30 PM at the Canaan Library Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance was Town Counsel. The meeting recessed at 5:50. Al Posnanski moved to recess and Dave McAlister seconded. All in favor.

Scott Borthwick called the open meeting to order at 6:00 PM at the Canaan Library Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Others: Dale Morse, Bob Scott, Dan Quimby, Louis Jacobs, Matt Wilson, Claude Lemoi, Ellie Davis, Carole Cushman, Jason Hurley, Sam Frank and Bill Bellion.

Minutes 8/15/17

Motion by Dave McAlister and second by Al Posnanski to approve the minutes of 8/15/17. Unanimous.

#### Hearing Bi-Weekly Pay Periods

Samson discussed the plan to go to bi-weekly pay periods to reduce the work load on Gloria by about 4 hours every other week. The employees objected because their personal finances are all planned based on a weekly check rather than a bi-weekly check and they felt it would be too difficult to budget with the change. Sam Frank and Bob Scott objected to estimating for two weeks when Gloria goes on vacation. Sam offered to have Christine trained to provide backup payroll processing. Samson indicated that would probably not work since Sam has been asking for years to increase the dispatch hours to 40 hours. The Board took the testimony under advisement.

#### Wind Ordinance

Claude indicated that the Sub-Committee was early in the process and wanted feedback from Samson before being discussed for approval. The Board of Selectmen indicated that they had no official opinion although several indicated that the communities can't just say no to everything. The Board stated that they would abide by the wishes of the voters. Claude asked for Samson's comments and Samson indicated he would sit down with Claude and verbally give his suggestions on another day that week.

#### Hearings on Un-Expected Revenues

\$8,310 Emeline Davis Trust for Well at Wells Cemetery Annex.

Al Posnanski moved to approve acceptance and plan to expend and Dave McAlister seconded. All in favor.

\$8,958.07 Emeline Davis Trust Legal Fees Cy Pres Action.

Al Posnanski moved to approve acceptance and plan to expend and Dave McAlister seconded. All in favor.

\$2,016 Refund on health insurance from Inter Local Trust to General Fund. Al Posnanski moved to approve acceptance and plan to expend and Dave McAlister seconded. All in

favor.

NH DOT Highway Funding – One time \$135,000 block grant – Jones Hill Paving, Prospect Hill culvert and Fuel Depot.

Al Posnanski moved to approve acceptance and plan to expend and Dave McAlister seconded. All in favor.

FEMA funding for storm damage Al Posnanski moved to approve acceptance of all funds for July 1<sup>st</sup> highway washouts and to expend the funds on repairs with the balance to be used for mitigation planning and work. Dave McAlister seconded. All in favor.

#### Meeting House Repairs

Samon indicated that the Meeting House repairs were out for bid with a deadline of September 11<sup>th</sup>. The funding will come from unused capital funding in the general fund budget.

#### Recreation Playground Equipment Donation

Phyllis Burg donated \$5,000 for a new piece of playground equipment. It will be a bouncing see saw for smaller children. Al Posnanski moved to approve acceptance of the gift and purchase of the see saw and Dave McAlister seconded. All in favor.

#### Budget vs. Actual & 2017 Budget

Samson reviewed the proposed budget and indicated that we would be increasing the budget about \$115,000, not counting the extra expense from the capital reserve for a new dump truck. That represents about 2.7%. We are still waiting on insurances and some personnel issues to be resolved before finalizing the budget.

#### Draft CMS Solar Exemption Agreement

Samson reviewed the proposed written agreement between Cardigan Mountain School and AEP and the Town of Canaan on the solar array farm. In essence, the Town would reduce the assessed value proportionate to the usage that is tax exempt. This reduction was requested by AEP and CMS and agreed to in principle by the Board. The Board signed the proposed agreement.

#### Cell Tower Report

Samson reported that road and conduit are installed and that concrete will come next.

#### Other

Carole Cushman asked that the Town advertise the informational program; Aging with Dignity.

At 8:20 PM Selectman Al Posnanski moved to enter non-public meeting to discuss legal issues. Dave McAlister seconded the motion and it was unanimously passed.

At 8:36 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 8:36 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

Al Posnanski moved to keep the pay periods at weekly and Dave McAlister seconded. All in favor.

At 8:37 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, September 19, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Bob Scott, Matt Wilson and Patricia Mayo.

**Minutes 9/5/17**

Motion by Dave McAlister and second by Al Posnanski to approve the minutes of 9/5/17. Unanimous. The Board noted that the name of the room is the Selectmen Conference Room and will be warned and minuted that way.

**Budget vs. Actual**

No significant changes to either the current expenses or the budget for next year.

**Water & Sewer Report**

A report from John Coffey was distributed.

**Cozy Corner Report**

The lease has been given to the owners of Dishin It Out.

**Winter Staffing**

Bob Scott requested that another full time employee be added immediately to allow for a full contingent to work winter storms. Eddie will be working as usual through the spring of 2018. The Board noted that there is no money budgeted for that position. Bob asked that we take funds from the \$135,000 special Highway Block Grant to pay for the position. That would cost about \$32,000 through April. Bob indicated he will not have enough manpower for the plowing. Samson noted that the crew was able to complete the plowing last winter and Bob indicated it was a light winter. Samson indicated that we were planning on adding part-time money in 2018. Bob indicated that wouldn't help in December. Matt indicated that he was interviewing for a job at Hitchcock and might not be available. Bob said that he did not want to waste the training that he has given Matt. The consensus of the Board was to wait until the new budget takes effect in January.

**Other**

Al Posnanski asked to put a 4-H banner in the Town Office window. The remaining Board members agreed.

At 6:45 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel and legal issues. Dave McAlister seconded the motion and it was unanimously passed.

At 7:15 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:16 Selectman P o s n a n s k i moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:17 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, September 26, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Emergency Operations Center. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Officers Sam Provenza and Ryan Porter and Chris Kilmer.

At 6:05 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel issues. Dave McAlister seconded the motion and it was unanimously passed.

At 7:20 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:21 PM Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

**Salt Contract**

The consensus of the Board was to approve and sign the Cargill Salt contract which was the lowest contract received with a price of \$78.16 per ton. Selectman Posnanski moved to authorize Samson to sign the contract. McAlister seconded the motion and it was unanimously passed.

Selectman McAlister moved to execute the 3 year PRIMEX CAP contract on Workers Comp. Seconded by Posnanski and it was unanimously passed.

Samson recommended that Jessica Bishop Grace, owner of As You Wish Cleaning Services, be hired as a cleaning contractor for the Town of Canaan. The price of the contract is \$26,000 per year. Samson also recommended terminating the current cleaning person. Selectman McAlister moved to approve both recommendations. Seconded by Posnanski and it was unanimously passed.

At 7:30 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, October 3, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Bob Scott, Matt Wilson, Joe Frazier and Ellie Davis.

Minutes 9/19/17 and 9/26/17

Motion by Dave McAlister and second by Al Posnanski to approve the minutes of 9/19/17 and 9/26/17. Unanimous.

Budget vs. Actual

No significant changes to either the current expenses or the budget for next year. Samson indicated that all overages in 2017 were balanced against the capital budget items at the end of the operating budget. This reduced the capital budget lines by \$57,934 from the original \$95,000.

Replacement for Cemetery Trustee Vacancy

The Board discussed replacing Phil Carter who had recently passed away as Cemetery Trustee. There was only one applicant for the vacancy and the remaining two Trustees had recommended that the applicant, Ellie Davis, be appointed to fill the vacancy until next March. Al Posnanski felt that the Cemetery season will be closing at the end of October and he indicated that he believed that the position should be left vacant until the next Town Meeting. Dave McAlister agreed and Al moved to have the position remain vacant and let the voters fill it in March. Second by Dave McAlister. Al and Dave voted in favor. Scott Borthwick indicated he was opposed to letting it remain vacant and thought Ellie should be appointed. Motion carried and the position remains open.

Fire Alarm at Meeting House

Joe Frazier indicated that the Preservation Committee wanted to install an alarm system at the Meeting House to notify of smoke, motion or glass breakage. The cost was about \$350 for a cell phone based alarm system and there would be an additional monthly charge of \$14 per month. There was discussion about the pros and cons of cell service versus hard-wired phone service. Joe indicated that he thought the cell service was cheapest and best. Motion by Dave McAlister and second by Al Posnanski to approve the purchase of the proposed system at a cost of \$359.92, the installation and the monthly fee for service. Unanimous.

Highway

Bob discussed the need for an additional highway worker before winter for plowing and asked that Matt Wilson be hired. The Board indicated that the budget was already overspent for 2017 and they would not hire prior to 2018. They indicated that they would re-evaluate at that time.

Bob also asked that the Board review and approve the renewal of the Pub Works software. Al Posnanski moved to pay for the Pub Works software. Dave McAlister seconded the motion. Unanimously approved.

At 6:25 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel issues (Police Contract and budget impacts). Dave McAlister seconded the motion and it was unanimously passed.

At 7:10 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:11 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:11 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, October 17, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Bob Scott, Matt Wilson, Ellie Davis, Phil Smith and Kimberly Depelteau.

Minutes 10/3/1917

Motion by Dave McAlister and second by Al Posnanski to approve the minutes of 10/3/17. Unanimous.

Budget vs. Actual

No significant changes to either the current expenses or the budget for next year. Samson indicated that all overages in 2017 were balanced against the capital budget items at the end of the operating budget. The Board will be asked to review staffing at the Highway Department for next year prior to the next Budget Committee meeting.

Pay Schedule

Samson presented the revised 2017 pay schedule that reflects all changes as of October 1<sup>st</sup> for Town employees. Al Posnanski moved to approve the revised schedule. Second by Dave McAlister. Unanimous approval.

Live Floor Trailer

Samson reported on a meeting with Dan Clark and Tom Malar regarding used live floor trailers. It lots like the best idea is to buy a trailer that is about 6-8 years old and in good shape for \$25,000 to \$30,000. Once we have it, Tom will take the older live floor trailer out of service and rebuild all the pieces that are shot. He estimates that the cost of doing that is \$5,000 to \$7,000. That would occur sometime next summer and get us to a point where we have two live floor trailers in good condition.

Recreation Planning

Samson indicated that he is meeting with Bev and Kati to decide how recreation duties can be allocated and where the funding is coming from. Kati is exploring how to be more independent of both Canaan and Enfield while still being accountable to both. The group has revenue and expense statements from the regional program that indicates that Kati is making a net profit from programs but has not had access to the net income. The budget increases funding for Kati by \$2,500 and local management to \$4,000 for a total of \$14,000 a year for local and regional.

Other Business

The Board reiewed grant applications for the Police Department for DUI, Inattentive Drivers and Speeding. This reimburses officers for private duty patrols from state funds. Al Posnanski moved to approve the grants. Second by Dave McAlister. Unanimous approval with grumbling.

Matt Wilson indicated that he had received a conditional job offer from DHMC and had to give an answer within a week. The Board indicated that the Town would not be hiring prior to January 1<sup>st</sup>. Matt was encouraged to take action that was in his best interest.

At 6:28 PM Selectman Al Posnanski moved to enter non-public meeting to discuss personnel issues (Police Contract and budget impacts). Dave McAlister seconded the motion and it was unanimously passed.

At 7:01 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:01 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 7:01 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, October 24, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendace were Bob Scott, Matt Wilson, and Sam Frank.

**Budget vs. Actual**

Samson reviewed a proposed budget that is different than what has been previously proposed. The new budget drops the part time employee for cemeteries and government buildings and adds a full time employee that is split 50% with the highway department in the winter and 25% in government buildings and 25% in cemeteries in the summer season. This also increases expense for payroll and expense for benefits. Part of the new cost is covered by getting rid of the part time employee. Other offsets include dropping DP equipment by \$1,000, mechanic repairs by \$8,700, mechanic petroleum products by \$5,000, removal of the road reconstruction added \$30,000, and \$1,000 from HHW. Other increases include increasing cleaning to \$26,000 a year and increasing workers compensation to \$43,000 a year. It is anticipated that this budget will cause an increase in the tax rate of between 1% and 2% next year. Selectman McAlister moved to set the Highway Superintendent's salary at a 3% increase subject to review by the Budget Committee and approve the proposed budget as amended. Seconded by Posnanski and it was unanimously passed. Samson was directed to start advertising for a new highway worker for January.

**Tax Rate**

Samson reviewed the proposed tax rate that was calculated based on school, county and State information as well as expected income. The rate proposed is \$6.82 for Town, \$1.81 for County, \$20.83 for Local School, and \$2.29 for State Education. The total would be \$31.75 per thousand. That is an increase of 1.8% in the Town rate, an increase of .87% in the school rate and an increase of .88% overall. Selectman McAlister moved to approve the rate. Seconded by Posnanski and it was unanimously passed.

**Police Transport**

To Non-Public Session

**Other Business**

Samson asked the Board to approve the proposal of HEB to seek funding for flood mitigation in the Village. The money is coming from the landfill account (previously dedicated to economic development). Selectman McAlister moved to approve the proposal. Seconded by Posnanski and it was unanimously passed.

Samson reviewed the three proposals for oil and propane. The low bid was Irving at a combined cost of \$21,756. The next lowest was Dead River at \$22,568. The difference is \$812. The Board discussed that they were very unhappy with the service call that happened in the spring when there was no heat in the Town office. After several hours of

work and replacement of parts, the service techs were still unable to get heat working. A local plumber was called and he found that a valve on a heating unit in the lobby was shut off preventing circulation of hot water. The cost of the service call by Irving was a complete waste. Selectman McAlister moved to accept the bid by Dead River in light of the wasted service call even though the cost for the coming year was \$812 higher. Seconded by Posnanski and it was unanimously passed.

At 6:20 PM Selectman Al Posnanski moved to enter non-public meeting to discuss Police Transport. Dave McAlister seconded the motion and it was unanimously passed.

At 6:33 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 6:33 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

Selectman McAlister moved to approve the use of alternate vehicles for police use provided it was not in uniform at the time and called for a review every 90 days. Seconded by Posnanski and it was unanimously passed.

Selectman McAlister moved to approve speed signs on Sugar Hill and at Goodwin Road and any other location needed. Seconded by Posnanski and it was unanimously passed.

At 6:45 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, November 7, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Bob Scott, Elwin Neily, and Jacob Trombley.

Minutes Oct. 17 & 24

Selectman McAlister moved to approve the minutes for both dates. Seconded by Posnanski and it was unanimously passed.

Budget vs. Actual

Samson reported on the Budget Committee meeting of November 2. The Budget Committee discussed Bob Scott's compensation at the request of the Board of Selectmen. A motion was made to increase Bob from \$54,849 to \$58,469 or about 6.6%. All of the other proposed changes were also reviewed without opposition. The new budget drops the part time employee for cemeteries and government buildings and adds a full time employee that is split 50% with the highway department in the winter and 25% in government buildings and 25% in cemeteries in the summer season. This also increases expense for payroll and expense for benefits. Part of the new cost is covered by getting rid of the part time employee. Other offsets include dropping DP equipment by \$1,000, mechanic repairs by \$8,700, mechanic petroleum products by \$5,000, removal of the road reconstruction added \$30,000, and \$1,000 from HHW. Other increases include increasing cleaning to \$26,000 a year and increasing workers compensation to \$43,000 a year. It is anticipated that this budget will cause an increase in the tax rate of between 1% and 2% next year.

Storm Damage

Samson reviewed all of the storm damage and indicated that the total cost will likely exceed \$200,000. This also includes doing clean-up of Orange Brook.

Maville Release

Samson reported that there was a bonafide third party sale of the Maville property. The Town had a penalty clause requiring payment of penalties and interest if the property was deeded back to the prior owner or his immediate family. That is not the case here and the agreement is that if the property is sold to an independent buyer, we would remove the penalty clause. Samson asked the Board to sign the release of the penalty clause. The Board executed the release.

Remacle Block Garden

The Board directed the Block manager to remove the garden prior to snowfall in keeping with previous direction voted by the Board.

Computer and Telephone Issue

Samson reported that computer hosting services are switching from Comcast to Microsoft and the process has been very difficult and resulted in lost time and greater consultant services.

Other Business

Samson asked the Board to approve the bill from HEB to seek an emergency streambed alteration permit for Orange Brook. Selectman McAlister moved to approve the bill. Seconded by Posnanski and it was unanimously passed.

At 6:20 PM Selectman Al Posnanski moved to enter non-public meeting to discuss Personnel issues. Dave McAlister seconded the motion and it was unanimously passed.

At 6:31 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 6:32 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 6:32 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, November 21, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Emergency Operations Center. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance were Elwin Neily, and Ellie Davis.

Minutes Nov. 7

Selectman McAlister moved to approve the minutes. Seconded by Posnanski and it was unanimously passed.

Budget vs. Actual

Samson reported that he anticipated that the overall budget would go down slightly from what is currently proposed. He will have a final by December 5.

Storm Damage

Samson asked for approval to hire contractors to clean out debris dams on Orange Book. He indicated that we will be liable for 20% of the cost but this should be offset by excess FEMA reimbursements to the Town on other damage. Samson had already applied for emergency permits for the work. HEB had done the work and was used because they are doing other flood related work for us. The recommendation reflected the low bids from two contractors. Osgood was low on Orange Brook upstream from the Transfer Station Road and Hammond was low bid downstream of the bridge. After noting that the actions had previously been individually approved verbally by Selectmen, Selectman Posnanski moved to approve hiring HEB, Osgood and Hammond. McAlister seconded the motion and it was unanimously passed.

Other Business

Orange use of Transfer Station. Samson reported that Orange had decided to contract with Canaan for the use of the Canaan Transfer Station. The deal would allocate the costs based on households annually and would be a three year contract that would track with approved annual budgets. A statement of all relevant business issues was distributed and reviewed. It was noted we would change operating hours on Wednesday and Friday to 7 AM to 11 AM and we would add two bulky waste days. Selectman McAlister moved to approve the proposal. Seconded by Posnanski and it was unanimously passed.

School Recycling. Samson asked if the schools could drop off recyclables at the transfer station to save money. The board asked if it cost us money to recycle and Samson indicated that it did but it was less than trash. The Board indicated that the School should pay any costs. There was no decision to allow but the Board indicated that the School could meet to discuss it with the Town.

At 6:25 PM Selectman Al Posnanski moved to enter non-public meeting to discuss Personnel issues. Dave McAlister seconded the motion and it was unanimously passed.

At 6:35 PM Selectman McAlister moved to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 6:35 Selectman Posnanski moved to seal the minutes. McAlister seconded the motion and it was unanimously passed.

At 6:35 PM Selectman Al Posnanski moved to adjourn. Second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 5, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick, Dave McAlister, Al Posnanski and TA Mike Samson. Also in attendance was Ellie Davis.

Minutes November 21.

Selectman McAlister moved to approve the minutes for 11/21/17. Seconded by Posnanski and it was unanimously passed.

Budget vs. Actual

Samson reported that there were updated and final numbers for health insurance and transfer station that reflected the participation by the Town of Orange. The PA line item totals \$468,244 of which health insurance is \$410,000 and the transfer station department total is \$192,788.85. Selectman Al Posnanski moved to adopt a general fund budget of \$3,688,354.85. Dave McAlister seconded the motion and it was unanimously passed.

West Farms Road

Samson indicated that there were issues on the shoulders in one area, ditching in another area and peeling top coat in the same area as the ditching issues. Pike has agreed to come back in the spring, grind the road in the area where the peeling is and resurface that section. The Highway Department will fix the remainder next spring.

Storm Damage

Samson indicated that all of the work on Orange Brook is complete to the intersection with Indian River using Osgood and Hammond. Osgood had the low bid on the brook north of the transfer station bridge and was unable to do the work below the transfer station bridge and the job was given to Hammond which had assisted Osgood on the upper portion and which was the second lowest bid on the upper section. The total cost of the work will be about \$24,000 of which FEMA will pick up \$19,200 and the balance will be covered by other FEMA reimbursements from October.

Police Contract

The Board reviewed the final draft of the police contract and approved the contract after up-dating the effective dates. Selectman McAlister moved to approve and sign the contract. Seconded by Posnanski and it was unanimously passed.

Orange Transfer Station Contract

Samson reviewed the contract between Canaan and Orange for the use of the Canaan Transfer Station. Al Posnanski moved to approve the proposed contract with Orange and Dave McAlister seconded the motion. It was unanimously passed.

Other Business

There was discussion that the 2017 Town Report be dedicated to Phil Carter. This was approved by Board consensus.

At 6:26 PM Selectman Al Posnanski moved to adjourn. Second by McAlister.

Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 19, 2017**

Scott Borthwick called the meeting to order at 6:00 PM at the Canaan Selectmen Conference Room. In attendance were Selectmen Scott Borthwick and Al Posnanski and TA Mike Samson. Also present were Ellie Davis, Ken Lary, BJ Hayward and Sam Frank.

Minutes 12/5/17.

Selectman Posnanski moved to approve the minutes for 12/5/17. Seconded by Borthwick and it was unanimously passed.

**Budget vs. Actual**

Samson reported that there were minor adjustments to the budget due to finalized numbers. He also sought Board consensus to agree to the line item for Bob Scott's compensation approved by the Budget Committee and both Selectmen indicated that they agreed. Samson also indicated that we needed to make a major adjustment in the 2017 budget to fund \$26,000 for the live floor from the Improvements Other Than Buildings line because there will not be enough available in the Transfer Station non-lapsing account. Selectman Al Posnanski moved to adopt a general fund budget of \$3,663,506 and to approve spending the \$26,000 for the live floor trailer. Scott Borthwick seconded the motion and it was unanimously passed.

**Cemetery Trustees**

There was a general discussion of whether the lack of candidates for Cemetery Trustees would be improving and whether to support a warrant article that would turn the responsibilities over to the Selectmen. Samson noted that the work needed to be more professional to complete lot mapping and get it on line as well as to assure accurate records for burials and meet with the public. Logically this will have to operate out of the office with regular hours. There was a consensus by the Cemetery Trustees and Selectmen to warn an article that would assign the responsibilities of cemeteries to the Selectmen until rescinded by the voters at a subsequent Town Meeting.

**Year End Encumbrances**

Samson reviewed a list of proposed encumbrances to be approved for carry over into 2018 from 2017 funds. Samson indicated that there were six that would need signing the next day and would be added to the list. The total approved for carry over is \$292,892.73 and includes the following:

01-4210.10-750	Provenza, Sam	\$507.34	pepper spray pants and shirts
01-4210.10-750	Ben's Uniform	\$1,000.00	uniforms
01-4210.10-760	Motorola	\$3,717.18	Base Radio (\$1,160 remains)
01-4220.10-430	Beltronics	\$450.55	communications headset
01-4220.10-740	Allen Treadwell	\$1,100.00	1 computers
	Handi cover	\$291.53	high flow cover
	Darley	\$969.23	hoods and gloves

01-4220.10-740	Beltronics	\$2,287.00	6 pagers
01-4299.10-430	Chadwick	\$1,600.00	hydraulic cylinder new
01-4299.10-431	Chadwick	\$1,808.64	hydraulic cylinder new
01-4299.10-431	Liberty	\$322.26	valve brake modulator
01-4312.20-610	Jordan	\$2,625.40	1473.4 blades
01-4312.30-730	Pike	\$1,035.00	tuff patch
01-4312.41-610	K&B	\$17,500.00	crushing
03-4326.10-630	Welsh Marine	\$388.00	bouys
4299.10-431	Osgood	\$595.00	pto hydraulic
4299.10-431	Liberty	\$564.31	Injector Assembly
4299.10-631	NAPA	\$339.95	coolant
4194.10-430	Paul Keyser	\$1,480.00	front door
4194.10-430	Granite State Glass	\$3,020.00	front door
4194.10-430	Paul Keyser	\$3,000.00	back door
4909.10-730	D. W. Clark	\$26,000.00	live floor trash trailer
4909.10-760	D. W. Clark	\$14,000.00	live floor trash trailer (from non-lapsing)
4313.20-310	White Mt. Precast	\$35,500.00	Prospect Hill
4901.10-760	Patriot Freightliner	\$160,000.00	dump truck
4194.10-430	Souza	\$5,000.00	floor at senior center
4210-10.740	Treadwell	\$6,690.00	camera system booking
11-4335.20-730	Springfield Fence	\$2,400.00	water treatment plant fence
4312.30-730	Viking	\$582.02	spinner
4299.10-631	Dennison	\$676.50	Fluid

Motion by Al Posnanski to approve the encumbrances totaling \$292,892.73 for carryover into 2018. Second by Borthwick. Unanimously approved.

Sam Frank asked for approval to order tactical gear that will be fully funded by grant money. It was the consensus of the Board to approve this expenditure.

The Board was advised that the Police Contract, previously signed by the Board of Selectmen, had been signed by the police union.

#### Orange Transfer Station Contract

Samson indicated that the Orange contract has been approved by the Orange Board but we haven't received it yet.

#### High School Sidewalk Plowing

Samson reviewed the request by the State of New Hampshire that we maintain the sidewalk in front of the High School. Samson indicated that the Board had never reviewed the project prior to construction nor had they agreed to maintain the sidewalk. It would be very difficult to load a Kubota on a trailer and transport it to West Canaan every time there is a storm since it is used solely in the Village and it would not be practical to drive it to West Canaan. Samson indicated that if the School guaranteed they would maintain it, we might sign an agreement that it would be maintained.

Town Office Doors

Samson indicated that the front door is installed but has no automatic opener yet. Keyser will be starting on the back door as soon as it gets a little warmer.

Senior Center Lights

This item was deferred until spring.

Potato Road Bridge cost

Samson indicated that the preliminary inspection of the Potato Road Bridge by HEB indicated that the cost may well increase because of two partially filled culverts that are immediately adjacent to the bridge. HEB will prepare a new estimate. This will impact the funding we need on the project.

State Building Permit

Samson reviewed the new State Building Permit which appears to be nearly identical to the Canaan permit. He indicated that he will reword the life safety and mechanical sign offs to reflect the State language. He also suggested adding language to allow inspections by the State Fire Marshall. The consensus of the Board was not to make the later change and suggested that Samson bring in a proposal on the other changes.

Cruiser Camera

Samson indicated that the camera on the cruiser was being fixed by the Treadwells.

Other Business

Ken Lary indicated that the street light at 77 Route 118 needs to be repaired.

At 6:30 PM Selectman Al Posnanski moved to enter non-public meeting to discuss Personnel issues. Scott Borthwick seconded the motion to exit non-public meeting, seconded by Posnanski and it was unanimously passed.

At 7:35 Selectman Posnanski moved to seal the minutes. Borthwick seconded the motion and it was unanimously passed.

At 7:35 PM Selectman Al Posnanski moved to adjourn. Second by Borthwick. Unanimously approved.

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Scott Borthwick, Chairman

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David McAlister

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Al Posnanski  
Canaan Board of Selectmen