

**TOWN OF CANAAN
CANAAN SELECTMEN MEETING
January 16, 2007
Canaan Fire Station**

Selectmen present: Robert Reagan, Kristina Burnett, and Jay Waldner. Also present were Dana Hadley, Shirley Packard, Eleanor Davis, Denis Salvail, Phillip Salvail, Chief Sam Frank, Christi Berube, and other members of the public.

Robert Reagan called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Old Business:

1. Approval of Minutes

The Board of Selectmen reviewed a draft copy of the minutes dated January 9, 2007.

MOTION by Kristina Burnett and seconded by Jay Waldner to approve the minutes dated January 9, 2007, as corrected.

Jay Waldner suggested that the action taken regarding the newsletter, which was discussed under the heading of new business, should be better detailed.

VOTE: Unanimous

Dana Hadley requested board member signatures for the minutes dated January 9, 2007, and December 12, 2006.

2. Review and Discussion Regarding Warrant Articles

Dana Hadley summarized that he has prepared a draft copy of the warrant, which has been sent to the offices of Mitchell and Bates for review. Dana Hadley explained that he included an article regarding the noise ordinance.

There was general clarification that Jay Waldner's selectmen position is up for election. The dates for filing are January 24th through February 2nd.

The Board of Selectmen reviewed each of the proposed articles:

Article 1, Article 2, and Article 3:

There were no comments or questions at this time.

Article 4:

There was general consensus for the Board of Selectmen to endorse Article 4 on the warrant. Jay Waldner expressed concern that articles are often amended at the Deliberative Session and that attention is needed that tonight's endorsements by the Board of Selectmen are noted accurately on the ballot. Eleanor Davis responded that the Moderator can poll the Board of Selectmen at the Deliberative Session after articles are amended. Dana Hadley suggested that the Board of Selectmen can meet after the Deliberative Session and before the printing of the ballots to make any necessary changes on endorsements. There was general clarification that the Budget Committee can not amend the articles but that individuals on the Budget Committee can propose an amendment at the Deliberative Session. General corrections were suggested on wording, grammar, and punctuation.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 4 on the 2007 warrant.

VOTE: Unanimous

Article 5:

There was no discussion or questions regarding Article 5.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 5 on the 2007 warrant.

VOTE: Unanimous

Article 6:

Dana Hadley summarized that the tax impact for this proposed article is \$2.56 on the tax rate if the exemptions remain the same as last year. Dana Hadley explained that the intent of the article is to keep the tax credit comparable to the credit received before the revaluation. Dana Hadley noted that net income limits in the 2004 warrant were \$15,000 for a single person and \$25,000 for a couple. Jay Waldner suggested adding dollar signs in front of the amounts.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 6 on the 2007 warrant.

VOTE: Unanimous

Article 7:

Jay Waldner summarized that the Planning Board provided a good faith estimate for the operating budget but that nobody knows for sure what the true costs will be for this ordinance. Since the Budget Committee voted to remove the estimated funds from the operating budget, then the Planning Committee is recommending that the article be deleted from the warrant.

MOTION by Jay Waldner and seconded by Kristina Burnett to delete Article 7 from the 2007 warrant.

VOTE: Unanimous

There was general note that the elimination of this article will renumber the sequence of the following articles.

Article 7 (formerly Article 8):

Robert Reagan noted that the Town of Canaan owns one decibel meter but that a total of four are needed.

Article 8 and Article 9 (formerly Article 9 and Article 10):

There was general discussion that a job description needs to be drafted for the public works director position but that the position would not be filled until March 2008. Dana Hadley summarized that similar articles proposed in 2001, 2002, and 2003 were defeated. There was general discussion that the road agent position could be dissolved once the current road agent retires and that a new highway foreman position would take some of the responsibilities from the road agent position once the public works director is hired. There was general discussion that the ideal candidate for a public works director position would have the qualifications to advise on buildings and grounds issues, on water and sewer systems, as well as, have a license to operate heavy equipment. It was confirmed that no net increase in town positions would result; rather the current positions would shift in qualifications and responsibilities.

There was general discussion whether a proposal to discontinue the elected road agent position and a proposal to create a public works director position should appear in separate warrant articles.

Jay Waldner explained that his intent for these proposals is that the Town of Canaan would benefit from appointed positions and from a public works director position.

Kristina Burnett suggested that the article should propose the discontinuation of the elected road agent position and to replace this position with an appointed public works director position. Jay Waldner then suggested that if this proposal failed, then the next article should propose changing the elected road agent position to an appointed road agent position.

Denis Salvail suggested that the additional cost needed to hire a public works director position should be included in the article.

Dana Hadley agreed to contact the Department of Revenue, the town attorney, and Local Government Center for appropriate wording and to present revised articles at the next meeting.

Article 10 (formerly Article 11):

There was general note that Earl Charbono and Chief Sam Frank should express their opinions at the Deliberative Session regarding elected positions versus appointed positions.

MOTION by Kristina Burnett and seconded by Jay Waldner to endorse Article 10 on the 2007 warrant.

VOTE: Unanimous

Article 11 (formerly Article 12):

Dana Hadley clarified that the two dollars would be an additional fee to the vehicle registration fee.

MOTION by Kristina Burnett and seconded by Jay Waldner to endorse Article 11 on the 2007 warrant.

VOTE: Unanimous

Article 12 (formerly Article 13):

Jay Waldner suggested that the Emergency Management Director position should be added to the article since the Fire Chief and the Emergency Management Director is the same person.

MOTION by Kristina Burnett and seconded by Jay Waldner to endorse Article 12 on the 2007 warrant.

VOTE: Unanimous

Article 13 (formerly Article 14):

Jay Waldner suggested that a comment should be added that the article is recommended by the Police Chief. Jay Waldner also suggested that "additional police coverage" should be better defined. Dana Hadley noted that the salary for a patrol officer is approximately \$35,000 but that the \$50,000 includes funds for benefits, equipment, and training.

Chief Sam Frank arrived at the meeting at this time.

Eleanor Davis of the budget committee said the full time salary line item for the Police Department budget has been over-budgeted for the past two years, while budget for overtime pay has been overdrawn. Chief Frank explained that the department had one vacated position and that other officers were paid overtime in order to provide coverage needed. He also said that his staff had also donated many hours that they were not compensated for.

Chief Frank clarified that he has budgeted 400 hours of overtime for 2007.

Denis Salvail noted that the 2007 operating budget for the Police Department is already thirty percent above the operating budget for last year and that not all the funds approved last year were expended.

Dana Hadley commented that the number of police calls have increased and that the Town of Canaan does not have 24/7 coverage at this time. Jay Waldner added that Chief Frank indicated the industry standards for 2005 recommend 9.75 police officer positions in the Town of Canaan.

Chief Frank summarized that he is not hiring any more part time police officers since the Town of Canaan receives better coverage with the full time staff and has less liability issues.

Shirley Packard asked how many full time police officers will be employed for 2007. Chief Frank responded six.

Chief Frank clarified that an additional officer position would reduce the number of overtime hours and on-call hours that would need to be paid in 2007. Chief Frank clarified that the \$50,000 would be \$40,000 in salary and \$10,000 in benefits.

MOTION by Kristina Burnett and seconded by Jay Waldner to endorse Article 13 on the 2007 warrant.

VOTE: Unanimous

Article 14 (formerly Article 15):

There was no discussion or questions regarding this article at this time.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 14 on the 2007 warrant.

VOTE: Unanimous

Article 15 (formerly Article 16):

There was no discussion or questions regarding this article at this time.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 15 on the 2007 warrant.

VOTE: Unanimous

Article 16 (formerly Article 17):

There was general discussion that the approval of this article would enable some long term planning for the Town of Canaan.

MOTION by Kristina Burnett and seconded by Jay Waldner to endorse Article 16 on the 2007 warrant.

VOTE: Unanimous

Article 17 (formerly Article 18):

Dana Hadley noted that this is a petitioned article.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 17 on the 2007 warrant.

VOTE: Unanimous

Eleanor Davis asked for clarification whether the Board of Selectmen had voted to endorse Articles 2 and 3 on the warrant.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 2 on the 2007 warrant.

VOTE: Unanimous

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse Article 3 on the 2007 warrant.

VOTE: Unanimous

Dana Hadley noted that the proposed article regarding Switch Road is no longer needed since approval was granted in 1997.

MOTION by Jay Waldner and seconded by Kristina Burnett to endorse an article on the 2007 warrant to rescind SB2.

VOTE: Unanimous

There was general discussion whether an article should be added to the warrant regarding the \$10,000 bid to repair the roof of the meeting house. Dana Hadley responded that he would rather have the funds come from the operating budget since the Budget Committee has allocated \$80,000 for building repairs. It was suggested that other bids are needed before the repair can be authorized. Dana Hadley added that a plan needs to be drafted in order to prioritize all the repair jobs needed on town buildings.

3. Deputy Town Treasurer

The Board of Selectmen reviewed a resume from Gayle German. The Board of Selectmen noted that references should be supplied. Dana Hadley suggested that board action should be taken in the near future since the deputy position should be filled as soon as possible. Dana Hadley explained that it is the Treasurer who must recommend a nomination.

New Business:

1. Request from Town of Orange Regarding Police Coverage

There was general consensus to schedule a meeting next week with the Board of Selectmen from Orange and to invite Chief Frank to attend the meeting.

Eleanor Davis asked what the projected revenues are from the Town of Orange regarding the Transfer Station and the Fire Department. Dana Hadley responded that the revenues are based on per capita.

2. NHDES results Regarding Lead and Copper

Dana Hadley summarized that this is the first time that the Town of Canaan has passed the lead and copper tests in some time. These results may have resulted from changes made. The next test will happen between January 1st and June 30th. Dana Hadley added that if the positive results continue, then less sampling will be required and the testing costs will decrease.

3. Letter Regarding Condition of River Road

The Board of Selectmen reviewed a letter from Edward LaBrie. There was general comment that the taxpayers need to approve the road agent's request for road materials in order for the condition of the roads to improve.

4. Proposal from Cross Country Appraisal Group Regarding General Assessing Services

Dana Hadley noted that the cyclical revaluation started today on the southwest side of town. The Board of Selectmen also reviewed the 2007 assessment pickup proposal that will also be done by Cross Country Appraisal..

MOTION by Jay Waldner and seconded by Kristina Burnett to accept the 2007 proposal from Cross Country Appraisal Group, as presented.

VOTE: Unanimous

5. Perambulation of Neighboring Towns

Dana Hadley summarized that perambulation is required every seven years and that Alice Schori has completed the process with the Town of Enfield and that she is willing to complete the process with the Town of Lyme. There was general discussion that other volunteers should be sought to complete the perambulation process with the Town of Hanover, the Town of Dorchester, the Town of Orange, and the Town of Grafton.

Other:

Dana Hadley noted that he has received two purchase orders that need to be reviewed. Dana Hadley summarized that he has drafted a memo to department heads that no superfluous funds should be spent until the operating budget is voted on in March. The purchase orders received are for consulting services for the Planning Board and for an air compressor. Dana Hadley added that the compactor at the Transfer Station is in need of immediate replacement.

Dana Hadley requested signatures for land use change tax forms.

Dana Hadley informed the Board of Selectmen that the Planning Board has invited the Board of Selectmen to attend a meeting scheduled on February 8, 2007, to discuss the issuance of building permits on class VI roads. Kristina Burnett noted that she is unable to attend a Thursday meeting. There was general discussion that the agenda should include a discussion on who is responsible for approving building permits and how a policy can be drafted. Kristina Burnett suggested that the Conservation Commission should be included in the discussion.

There was general discussion regarding the need to reconvene the town's small business group. Dana Hadley added that the sign policy is a work in progress and that suggestions are needed for the park project and for business incentives.

There was general consensus to schedule a meeting on Thursday, January 18 at 7:30 A.M. with Richard Remacle and the road agent, Earl Charbono.

There was general discussion whether a warrant article is needed regarding \$120,000 for a sidewalk machine. Dana Hadley expressed concern whether a sidewalk machine would be approved with the current operating budget proposal and with the current list of warrant articles.

MOTION by Kristina Burnett and seconded by Jay Waldner to adjourn the meeting at 9:45 P.M.

VOTE: Unanimous

Respectfully Submitted,
Christi Berube, Minute Taker
Minutes Accepted by the Board of Selectmen on February 6, 2007