

# **BOARD OF SELECTMEN**

## **Meeting Minutes**

**February 6, 2007**

**Canaan Fire Station**

**62 NH Route 118-Canaan**

**7:00 p.m.**

Present: Robert Reagan  
Kristina Burnett  
Jay Waldner

Dana Hadley

The meeting was opened at 7:00 p.m. by Selectmen Chairman Robert Reagan who invited everyone to take part in reciting the Pledge of Allegiance.

## **APPOINTMENTS**

7:00 p.m. Kendra Withington-Town Treasurer  
Deputy Treasurer Appointment

Town Treasurer, Kendra Withington met with the Board to discuss the position of Deputy Treasurer. This position is currently vacant. Gayle German had met with the Board to express her interest in the job and she also forwarded her resume to the Board. Town Administrator, Dana Hadley said it would be very helpful for the person holding this position to have a financial background. He said that he would like to see the Deputy Treasurer take an active role in the day to day operations of the treasurer's office. This would ensure that the office would be able to continue its smooth operations should the treasurer be out of Town or not able to perform the duties of the job. A Deputy Treasurer for example, could be the person to reconcile the bank statement. This would keep the Deputy informed of the day to day operations of the Treasurer's office. Ruth Conwell has also expressed interest in the position and tendered her resume to the Board. Ruth has a strong accounting and financial background. Dana gave Kendra a copy of Ruth's resume and will schedule a meeting within a few weeks to discuss the position. It is expected that the Board will appoint a Deputy Treasurer after this meeting.

## Barn Easements Requested

The Board discussed Barn easement proposals received from Mr. and Mrs. Daniels of May Street and The Mechanic Street Clinic of NH Route 118. The Board heard presentations from these property owners at the public hearing that was held on January 30<sup>th</sup>.

***Selectman Waldner said if an easement is granted, the assessment of the barn cannot be changed even if improvements are done. He asked if there might be a way to write restrictions into the easement.***

Board members discussed various options that might be available to them. A question was raised whether or not the barn owned by Mechanic Street Clinic barn would remain as a barn or would it be upgraded for possibly another use. There was consensus among Board members to research how other towns work such agreements into the Discretionary Easement Document. **Selectman Waldner said that he knows the code officer in Lyme and he will have a discussion with her on that subject.**

Selectman Waldner asked Town Administrator, Dana Hadley to secure a sample of the Discretionary Easement referenced in the Barn Preservation Checklist that was taken off the Local Government Center web site to assist the Board in this process.

7:15 p.m        William MacDonald:/Concerns regarding procedure of emergency response and Town Liability

The Board met with William MacDonald who outlined his concerns about procedures followed when a bomb scare is reported. He read a letter that he had written to the Board. Mr. MacDonald said that the emergency personnel serving the Town of Canaan are outstanding and he has the greatest respect for them. He is concerned about the Town's liability in bomb scare cases and he wants to encourage more training in this area. He has read the Canaan Police Departments policy to be followed in these cases and he said that the policy is a good one.

***Selectman Burnett asked if Mr. MacDonald felt that the policy was adequate but that the training was not adequate.***

Mr. MacDonald said that the training was adequate as far as it goes, but it does not cover everything that is needed. He is especially concerned about potential liability assumed by the Town.

Chief Frank said that every Town employee runs into the issue of liability and that he is very supportive of such training. The cost is very restrictive and would be a financial commitment for the Town. He said that the training would not only be limited to the Police Department but would involve the Fire Department as well.

Town Administrator Dana Hadley asked Chief Frank who is in charge of these types of incidents. Chief Frank said as far as an actual bomb scare is concerned, the Fire Department is in charge while Police are on the scene to assist and to help make the scene safe.

***Selectman Burnett asked if the Chief felt it would be worthwhile to seek further training that can be brought back to the department.***

Chief Frank estimated that to train both departments would cost in the area of \$75,000. Chief Frank said that people would need special training in order to be qualified as an instructor. He said that during an incident like this they are looking for items that are out of place. This is why during a search they need to be accompanied by a representative who is familiar with the building. The state bomb squad will respond only if an actual bomb is located. There is one squad that serves the entire state so it may be a matter of several hours before the bomb squad arrives on the scene.

Town Administrator Dana Hadley asked if there would be any resources available through the Police Chief's Association or other municipal support groups.

Chief Frank said that the policy adopted by the Canaan Police Department originally came through the Police Chief's Association. He said that while no policy is perfect, especially in this type of situation, the policy is a good one. He mentioned policies that address situations such as "killer bees" but that it is not realistic to be able to train for every situation. There have been two or three bomb scares at Mascoma High School this school year. When a scare is called in, the school is evacuated and a search of the building is done by the fire and police departments. The process takes two hours to complete. After the search is completed, school officials are the one to make the decision of when allow students back into the building.

***Selectman Waldner asked if a dog could be used to find a bomb.?***

Chief Frank said dogs can be utilized to locate bombs, but the department's dog is not trained for that, dogs cannot be cross trained for bomb detection and also be used for search and rescues missions. The smells are different and cannot be overlapped.

Chief Frank reviewed bomb policies from other communities and Canaan's policy is similar to other communities.

Mr. MacDonald said that he knew when he brought this issue up that it would be a difficult problem to solve. He would like to see a committee formed to bring this issue on the table, and he volunteered to serve on the committee.

Chief Frank will contact Local Government Center to solicit their advice and to see if they can direct him to programs regarding training of personnel in this area. He will also speak with the Town's Fire Chief and Emergency Management Director, William Bellion.

The Board discussed the fact that as a community there needs to be as much done as possible. One deterrent would be to recover costs from persons responsible for such threats similar to the policy of New Hampshire Fish and Game for search and rescue missions.

# OLD BUSINESS

## 1. Selectmen's Minutes

- ❖ January 2, 2007
- ❖ January 16, 2007
- ❖ January 30, 2007

The Board reviewed several errors and omissions in the Selectmen's Minutes. The Town Administrator will correct these errors.

*Motion: Burnett/Waldner to accept the minutes of January 2, 2007 and January 16, 2007 subject to the correction of the minutes.*

Vote in the affirmative.

*Motion: Burnett/Waldner to accept the minutes of January 30, 2007.*

Vote in the affirmative.

# NEW BUSINESS

## 1. Request for junk yard permit received from Patrick Jameson

Patrick Jameson of 967 US Route 4 has asked the Board for a junk yard permit. Mr. Jameson would like a permit that would allow him to store up to 55 cars in back of his garage. He would construct a fence to be in compliance with state statutes. Dana Hadley, the Town Administrator; spoke to Mr. Jameson and advised him that there are some updated junk yard rules and that the Town officials are attending a session in Chococua on February 21<sup>st</sup>. he said the Town will respond to his request after Town officials attend the February 21<sup>st</sup> meeting.

## 2. Request for permission to hold the 6<sup>th</sup> Annual Golf Tournament on Williams Field as an activity of the Main Street Committee

The Board reviewed a request received from Gary Wood of the Main Street Committee. Mr. Wood has held a winter Golf tournament for the past few years. It is a small fund raiser for the Main Street Committee but mostly is a community activity.

*Motion: Waldner/Burnett to allow Mr. Wood to hold the 6<sup>th</sup> Annual Golf Tournament on Williams Field.*

Vote in the affirmative.

3. Report from Tom Guillette of the Monthly Building Maintenance Report

The Board received a report from Tom Guillette of the Monthly Building Maintenance Report.

4. Letter received from the Town of Lyme regarding perambulation.

They read the letter received from Lyme responding to a letter sent by the Board asking for a representative to perambulate the mutual Town line.

5. Telephone advice received from Steve Darrow, Town of Grafton for perambulation.

Town Administrator, Dana Hadley advised the Board that he had received a telephone call from the town of Grafton in response to the letter sent by the Board asking for a representative to perambulate the mutual Town line.

6. Email from Town Counsel after Deliberative Session.

The Board reviewed an email sent by Town Counsel, Tim Bates, with his thoughts and suggestions following the Town's deliberative session.

7. Letter received from WISE

The Board received a thank you letter from WISE for the Town's 2006 financial support.

## OTHER BUSINESS

### January Month End Budget

The Town Administrator reviewed with the Board expenses for the month of January, 2007. Most notable expenses were the Air Compressor for the Highway Department and the expenses for assessor.

### Current Use Change Tax

The Board signed 8 current use change tax bills.

## ADJOURNMENT

*Motion: Selectman Waldner and Seconded by Selectman Burnett to adjourn.*

Vote in the affirmative.

Meeting adjourned at 10:14 p.m.

Respectfully Submitted,  
Dana I. Hadley, Town Administrator  
Minutes Accepted by the Board of Selectmen on February 20, 2007

**(Footnotes)**

1 A copy of Mr. MacDonald's letter is available at the Selectmen's Office.