

**Minutes**  
**CANAAN BOARD OF SELECTMEN'S MEETING**  
**Tuesday, March 18, 2008**

The meeting was brought to order at 7:00 PM by Chairman Reagan at the Fire Department. Selectman Borthwick, Selectman Lewis and Town Administrator Michael Capone were also in attendance. Others present: Phil Salvail, Denis Salvail, Shirley Packard, Alex Crate, Duane Mansur, Eleanor Davis, Al Poznanski, Ellen Marie Wilson, MaryAnn Heath, David Heath, Craig F. Lawler

**Election of Chair**

Selectman Borthwick made a motion to nominate Selectman Reagan for another term as Chairman. The motion was seconded by Selectman Lewis. The Board voted 2-0 in favor with one abstention to nominate Selectman Reagan as Chairman. The Board then voted 2-0 in favor with one abstention to elect Selectman Reagan as Chairman.

**Acceptance of Minutes of the March 14, 2008 Meeting**

Having reviewed the minutes the Board voted the following: Chairman Reagan moved, Selectman Lewis seconded, and the Board voted 3-0 to accept the Minutes of the March 14, 2008 meeting as written. Included with the minutes were copies of emails from the outgoing Selectmen approving the minutes as written.

**Discussion of Default Budget**

Chairman Reagan asked for additional comments from the Board with regard to the default budget. Selectman Lewis mentioned that the Town Clerk/Tax Collector, Vicky McAlister had informed him that there may be \$1,000.00 in her budget for a printer that could be taken out because the State was going to supply one to the office. Mr. Capone said that he would verify that information for the Board.

Mr. Capone also informed the Board that the Library Trustees would be discussing possible reductions to their budget at their meeting on Monday, March 24, 2008.

The Board then answered questions with regard to the Budget from those in attendance. It was decided that there would be no further action on the Budget until the March 25, 2008 meeting.

## **Cardigan Mountain School Property**

Mr. Capone presented the Board with a copy of a letter from David McCusker, Headmaster of the Cardigan Mountain School, to the Canaan Historical Society in which he offered the “Howe House”, also known as “Twin Gables”, to the Historical Society. The Board discussed the property and requested that Mr. Capone attend the meeting with the Cardigan Mountain School and the Canaan Historical Society to obtain more details for the Board.

## **Sign for Residential Sand**

Mr. Capone presented a quote for the preparation of a sign for the residential sand pile. The sign would inform everyone that the sand was for Canaan residents only and also limit the amount one could take from the pile. There was discussion among the Board with regard to this topic and a suggestion from Duane Mansur that perhaps the pile could be placed at the Transfer Station where it could be monitored more closely. The Board took the issue under advisement.

## **Letter from Darrow Civil Engineering**

The Board reviewed a letter from Erin Darrow of Darrow Civil Engineering, PLLC informing the Board that she is no longer representing two Minimum Impact expedited dredge and fill permit applications.

## **Deed for the Adams Property**

The Board reviewed a Quitclaim Deed Without Covenants for a property located at 66 West Farms Road. Selectman Borthwick made a motion to accept and sign the deed. The motion was seconded by Selectman Lewis and voted 3-0 in favor.

## **Discussion of firm for Groundwater Permit**

Mr. Capone informed the Board that he had spoken with Alan Hill of Water System Operators regarding the Groundwater permit for July of 2008. Alan was inquiring as to whether or not the Board was going to utilize the services of Wright Pierce Civil and Environmental Services for this project or put the project out to bid. After some discussion, it was the opinion of the Board that a project of this size should go out to bid. Mr Capone said that he will follow up with Alan in regard to this matter.

## **Discussion of new fee for Incoming Septage**

Mr Capone informed the Board that Alan Hill of Water System Operators had requested that the Board increase the fee for incoming septage from 8 cents to 10 cents per gallon in an effort to bring the fee more in line with surrounding communities. Selectman Borthwick made a motion to increase the fee. The motion was seconded by Selectman Lewis and voted 3-0 to approve the increase.

## **Update on the River Road Bridge Project**

Mr. Capone informed the Board that he had spoken with Jim Karmozyn of H.E. Bergeron Engineers with regard to the River Road Bridge Project. Jim is waiting for an approval of the design phase documents he had submitted to the State before proceeding on to the next phase of the project. Once the State approves the submitted documents, one half of the State funds available for the Project will be released to the Town to defray expenses.

## **“Exemption from Participation” Form**

Pursuant to RSA 100-A:22, Mr. Capone submitted to the Board for their signature an “Exemption from Participation” form to be submitted to the State that will exempt Mr. Capone from mandatory participation in the New Hampshire State Retirement System. Selectman Borthwick made a motion to approve and sign the exemption. The motion was seconded by Selectman Lewis and voted 3-0 by the Board.

## **Class VI Road Policy**

Mr. Capone introduced a copy of the Class VI Road Policy that had been submitted by the Planning Board. They are requesting that the Board review and approve the document at a future meeting. Mr. Capone will make additional copies available so Board members can review the Policy prior to discussing it at a future meeting.

## **Committee Assignments**

The Board discussed the ex-officio assignments to various Town Boards and Committees and decided on the following:

Chairman Reagan – Library Trustees, Parks and Recreation, Cemetery Trustees, Trustee of Trust Funds and Water Source Protection Committee

Selectman Borthwick – Budget Committee, Capital Improvements Committee, Historic District Commission

Selectman Lewis – Planning Board, Conservation Commission

Mr. Capone offered to sit in on the Transfer Station/Recycling Committee meetings and be the point of contact for the Canaan Street Lake Association.

### **Other Business**

Al Poznanski asked if the Board knew the status of payment of an outstanding invoice from Orange with regard to recycling services and the status of the vote Orange took to pay the fee this coming year. Mr. Capone informed the Board and those in attendance that the payment from last year had been received. He was not aware of the status of next years fee, but would check into it.

Al Poznanski also asked about the issue of ongoing enforcement of the use of stickers at the transfer station. Mr. Capone informed the Board and those in attendance of some of the discussions he had undertaken in an effort to educate residents with regard to getting stickers and possible enforcement options.

### **Non-Public Session (RSA 91 – A.3-c)**

With no further business before the Board, at 8:20 pm Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 to go into non public session to discuss personnel matters. At 10:01 PM Chairman Reagan made a motion to come out of non-public session. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board. At 10:02 Selectman Borthwick made a motion to seal the minutes of the non-public session. The motion was seconded by Selectman Lewis and the Board voted 3-0 in favor of the motion. Chairman Reagan made a motion to adjourn the meeting that was seconded by Selectman Lewis. The Board voted 3-0 in favor of adjournment at 10:03PM.

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Robert Reagan

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen