

**CANAAN BOARD OF SELECTMEN
DEPARTMENT MEETING
WEDNESDAY, JUNE 25, 2008**

The meeting was brought to order at 8:00 AM by Chairman Bob Reagan at the Fire Department. Selectman Scott Borthwick, Selectman Tim Lewis and Town Administrator Michael Capone were also in attendance. Others present: Road Agent (Bob Scott), Transfer Station Manager (Glenn Carey), Mechanic (Larry Brabant), Cemetery Sexton (David Heath), Welfare Director (Nelson Therriault), Tax Collector (Vicky McAlister), Finance Director (Gloria Koch), Library Director (Amy Thurber), Building Inspector (William Wilson IV), Fast Squad Director (Jim Rancore), Fire Department (Brent Stevens) and Al Poznanski.

Chairman Reagan led those in attendance in reciting the pledge of allegiance.

Review of Budget vs. Actual

Michael presented an overview of the budget to date. Overall expenditures were in line with projections, but the fuel and heating costs are over projections. Vicki asked if anyone was aware of any federal assistance available to communities to help deal with this issue. Michael said that he would look into it. Chairman Reagan led the review of the current budget vs. actual report and took questions and comments from those in attendance.

Next six months

Michael commented on preliminary cash projections for the second half of 2008. They indicate potential cash flow issues in October and November. This situation will have to be monitored on a weekly basis so the Town can make informed purchases.

Budget Reminder

Michael noted that budgets are due on August 1, 2008 and to contact him if you want a soft copy of your budget worksheet.

Capital Improvements Program (CIP)

Michael mentioned that he had updated the Police, Fire and Highway CIP project list based on his discussions with the department heads. He had not had a chance to speak with Larry or Glenn. The CIP Committee will be contacting Police, Fire, Highway and the Mechanic (Larry) to attend a July 7, 2008 meeting to review their lists.

.

Other Business

There was some discussion about the uniform contract and whether or not it will be extended next year. Michael mentioned that the Board was looking into options to be discussed during the budget cycle.

Larry Brabant mentioned that the grader will be coming off of warranty soon.

Larry asked about repairs to the door at the Highway garage. There was concern about potential heat loss. Jim Rancore mentioned a similar issue with the fire station doors. The Board said they would look into it.

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

With no further business before the Board, at 8:54 AM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 in favor of going into non public session to discuss personnel matters and advice from legal counsel. At 10:14AM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by the Board. At 10:14AM, 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. Selectmen Borthwick made a motion to adjourn the meeting. The motion was seconded by Selectman Lewis and the Board voted 3-0 in favor of adjournment at 10:15AM.

Robert Reagan

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen