

**CANAAN BOARD OF SELECTMEN MEETING  
WEDNESDAY, AUGUST 27, 2008**

The meeting was brought to order at 8:05 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: Police Chief (Sam Frank), Deputy Fire Chief (George Lazurus), Road Agent (Bob Scott), Transfer Station Manager (Glenn Carey), Mechanic (Larry Brabant), Cemetery Sexton (David Heath), Town Clerk/Tax Collector (Vicki McAlister), Finance Director (Gloria Koch), Library Director (Amy Thurber) Welfare Director (Nelson Therriault), Trustee of Trust Funds (Cindy Niely) and Al Poznanski. Chairman Reagan led those in attendance in reciting the pledge of allegiance.

**Review of Budget vs. Actual**

Michael went through the budget to highlight areas of concern and potential funding shortages. The gasoline and diesel line was the biggest issue. There was little money left available in that line, so the Board voted to move funds from other areas of the budget to cover the shortfall. In addition Michael noted that there were known shortages to the property and liability insurance line and potential shortages in Heating Oil and propane, Mechanics repairs and supplies and Highway overtime. The Board took questions from those in attendance. Vicki questioned why there were no charges against the auditing line in the budget. Michael commented that despite calling three times, the Town had not received a bill from the Auditor. Larry asked about money for repairs to the damaged wall in the Highway Garage. Chairman Reagan noted that the Board would take that issue under advisement.

**Discussion of 2009 Budget Schedule**

Michael reviewed copies of the preliminary budget committee meeting schedule with those in attendance. He asked that departments let him know of any scheduling conflicts, so he can contact the budget committee to make the necessary adjustments. Larry mentioned that he was going to have to make a change in one of his submitted budget lines because of an increase in petroleum products

## **Discussion of personal use of cell phones**

Gloria had recently attended a conference where one of the chief topics of discussion was the personal use of items supplied by employers. Among the items mentioned were cell phones, clothing and vehicles. What was discussed was the monitoring of the use of these items and the assessment of what value would be assigned to them if they were used by employees for something that was not work related. More information will be made available once Gloria and Michael have had an opportunity to review and evaluate the practical application of what was presented. There was considerable concern expressed by everyone present that this was not practical and would cost the Town money to provide this level of oversight. Michael, once again, noted that he and Gloria would be reviewing the issue to determine what the Town will be responsible for monitoring. Further updates will be provided to departments as more information becomes available.

## **Other Business**

Al Poznanski mentioned that the revised Transfer Station Ordinance had been approved by the Board. He asked if there was going to be a discussion with regard to enforcement of the ordinance. Chairman Reagan noted that it was the next topic on the agenda. He asked those who wished to stay at the meeting to be involved in the discussion to remain.

Al, Glen, Chief Frank and the Board continued the discussion regarding enforcement of the Transfer Station Ordinance. There was a review of the best method to get stickers to all residents. It was agreed that the primary method for getting stickers should remain with the Town Clerk. If there were instances when it was not possible for a resident to obtain a sticker from the Town Clerk, the Transfer Station could issue one.

It was determined that the next three months should be devoted and working out the final enforcement details so that proper enforcement of the ordinance with the support of the Board could begin by January 1, 2009.

Chief Frank expressed his concern with the change to the amount offered for the health insurance buyout. He asked the Board to consider alternatives. Michael mentioned that he would review what surrounding communities are doing and make a recommendation to the Board.

Chief Frank also expressed his concern with regard to the change in the buyout of unused vacation time from employees. The Board mentioned that they had been advised by the Auditors to eliminate this option for employees because of the potential for unplanned payroll expenses. Also, the point in making vacation time available to employees was so they could take time off during the year for their well being. The Chief saw it as a problem for him in that he would have to pay employees overtime to cover shifts while people were on vacation.

The Board asked Chief Frank to be available for the September 2, Selectmen's meeting so that he could answer questions from residents regarding the recent inquires about the Central New Hampshire Special Operations Unit (CNHSOU).

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

With no further business before the Board, at 10:52 AM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 by roll call to enter into non-public session to discuss a personnel matter.

At 11:16 AM Selectman Borthwick made a motion to come out of non public session. Selectman Lewis seconded and the Board voted 3-0 by roll call to come out of non-public session.

At 11:16 AM Selectman Borthwick made a motion to seal the minutes of the non public session. Selectman Lewis seconded and the Board voted 3-0 by roll call to seal the minutes of the non-public session.

At 11:17 AM Selectman Borthwick made a motion to adjourn the meeting. Selectman Lewis seconded and the Board voted 3-0 in favor of adjournment.

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Robert Reagan

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen