

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, SEPTEMBER 23, 2008**

The meeting was brought to order at 7:00 PM by Chairman Bob Reagan. Selectman Scott Borthwick, Selectman Tim Lewis and Town Administrator Michael Capone were also in attendance. Others present: Ellie Davis, Al Poznanski, Phillip Salvail, Amy Thurber, Cindy Neily, Beth Wolf. Chairman Reagan led those in attendance in reciting the pledge of allegiance.

**Acceptance of Minutes of the September 16, 2008 Meeting**

The Board reviewed the minutes and voted the following: Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 to accept the Minutes of the meeting of September 16, 2008 as written.

**Library Trustees to discuss bids for Library Renovations**

Beth Wolf, Cindy Neily and Amy Thurber were present to update the Board on the Library basement renovation project. They have selected a vendor, Turnstone Corporation of Milford, New Hampshire, for the project. A draft of the contract will be prepared for the Board's review. Selectman Lewis made a motion that Chairman Bob Reagan be authorized to sign for the Town. The motion was seconded by Selectman Borthwick and voted 3-0 by the Board.

The Library Trustees also asked if they could use the conference room for book storage during the renovation work. The Board granted their request.

**Review and Discussion of Preliminary Budget**

The Board reviewed more of the preliminary budget. Generally, it was the opinion of Board members that funding should be kept near the 2008 default budget levels. Michael will prepare a revised worksheet for review based on changes discussed tonight and at the 9/16/08 meeting.

**Budget vs. Actual Review**

Michael noted that at 39 weeks into the budget year 68.05% of the budget had been spent. There still exists the potential for a number of budget lines to run over due to the lack of contingency funds. Michael reviewed some of the continuing areas of concern such as town attorney fees, fire department vehicle maintenance, mechanics repairs and supplies and highway department overtime. He also mentioned that he had received some very competitive fixed price quotes from Rymes for propane and #2 fuel oil. The Board asked Michael to check with other providers once more before proceeding with securing contract paperwork from Rymes for the Board to review.

Michael noted that he had received an inquiry from the Canaan Street Lake Association as to when they might receive the \$500 in funding that was in the budget. The members of the Board noted that they will not be in a position to make that determination until later in the year.

### **Other Business**

The Board discussed when they would like to have the next Department meeting. It was determined that it would be sometime in October after a further review of the 2009 preliminary budget.

Michael asked the Board if any of the members were going to be present at the meeting that forester Jim Burnett was holding for loggers interested in the timber cut on the Transfer Station property. It is to be held at the Fire Station on Wednesday, September 25 at 3PM. Chairman Reagan indicated that he would most likely be in attendance.

Michael noted that he expected to receive the last approval required from State agencies with regard to the work to be done on the Force Main in Orange Brook. Selectman Lewis indicated that he would follow up with Richard Remacle as to his availability for the project.

Michael asked the Board if they would like to consider changes to the November meeting schedule due to the fact that November 4<sup>th</sup> is Election day and November 11 is Veterans day. The Board members wanted to check their schedules for possible alternate meeting dates.

Selectman Lewis inquired as to when the Highway crew was going back to a five day work week. Michael mentioned that he thought it was the week of October 6, but he would check with the Road Agent.

Chairman Reagan mentioned that he would like to explore options as to how the Water Source Protection Grant money would be accounted for in the budget. Michael said that he would check with DRA to see how best to report the expenditure of those funds.

Ellie Davis asked about the new heating system in the Library and Town offices. She wanted to know if the new system has replaced all of the other heating elements (electric and propane) in those buildings. Michael responded that it had.

Ellie also asked about the status of revenues to date. Michael supplied her with his copy of the revenue report from 9/11/08.

With no further business before the Board, at 9:00 PM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 to adjourn.

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Robert Reagan, Chairman

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Scott Borthwick

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Tim Lewis

Canaan Board of Selectmen