

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, OCTOBER 14, 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, Alex Crate, Shirley Packard, Dave Barney, Elena Van Zandt and Police Chief-Sam Frank. Chairman Reagan led those in attendance in reciting the pledge of allegiance.

Acceptance of Minutes of the October 7, 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 October 7, 2008 as written.

Discussion of RFQ for Groundwater Discharge Permit

Michael informed the Board that he had completed a "Request for Qualifications" (RFQ) document for a study to explore the possibility of increasing the daily capacity for the existing Groundwater Discharge Permit at the Wastewater Treatment Plant. Securing an increase to the daily capacity would allow for additional hookups on the Town Sewer system.

The RFQ would be sent to engineering firms to solicit responses with regard their qualifications for completing the study and implementing any proposed solutions. Michael wanted to be certain that the Board was comfortable with the timing of the process prior to initiating a mailing.

Discussion of Grant for Safety Building

Elena Van Zandt from Catalena Consulting and Grant Services, LLC was present to request that the Board sign a letter of intent in support of the Canaan Fast Squad seeking grant funding for a possible building project in Town. She presented the Board with a copy of the letter for their review and comment. Chairman Reagan expressed some concerns with the project, most particularly, that there had not been a lot of information available with regard to the project to date. Chief Frank mentioned that the purpose of the letter was to express support for looking for grant funding and not to authorize anything. Selectman Borthwick was concerned with the general nature of the letter and the fact that it did not state anywhere that it was to support the Fast Squad seeking grant funding. Elena noted that the letter would be submitted with or without the support of the Selectmen. Elena took some questions from those in attendance explaining the intent of the letter was to support to pursuit of grant funding.

Selectman Lewis made a motion that Chairman Reagan sign the letter on behalf of the Board. Selectman Borthwick seconded the motion. Chairman Reagan asked Michael if he could contact the New Hampshire Municipal Association and get their opinion with regard to the matter. Michael said he would speak with them on Wednesday morning. Elena mentioned that she had a deadline to have material submitted by Wednesday afternoon at 3:00PM.

Other Business

Michael mentioned that the Timber cut was underway at the Transfer Station. Chairman Reagan reviewed a minimum impact wetlands crossing application that had to be submitted to NHDES with the Board.

Michael informed the Board that he still had not received feedback from DOT with regard to the replacement bridge design he had submitted more than a week ago. Bob Scott was working with area DOT representatives to see if he could get them to approve some minor repairs to the bridge so we could open it up to traffic.

Michael mentioned that he was preparing an ad for a Town property on Canaan Street That the Board would like to sell by sealed bid.

Chairman Reagan reported that he had spoken with Richard Remacle about working on the force main in Orange brook. Richard said he would get back to Chairman Reagan with regard to his availability for the project.

Dave Barney mentioned that he would be meeting with Road Agent Bob Scott to review drainage work on Goose Pond Road.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 8:03 PM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 by roll call vote to go into non public session to discuss advice from legal counsel. At 9:28 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and approved 3-0 by roll call vote of the Board. At 9:28 PM, 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 by roll call vote in favor of the motion.

Discussion of Grant for Safety Building (continued)

Selectman Lewis asked to withdraw his original motion with regard to having Chairman Reagan sign the letter of intent for the Board. Selectman Borthwick seconded the request and the Board voted 3-0 in favor of Selectman Lewis withdrawing his motion.

Selectman Borthwick made a motion to have Michael rewrite the letter of intent on letterhead that did not have “*Office of the Selectmen*” on it and did not include a signature line for the Board to endorse. Selectman Lewis seconded the motion and the Board voted 3-0 in favor. Michael noted that he might have sent the wrong letterhead to the Chief which would explain the initial use of the “*Office of Selectmen*” letterhead, but regardless he would rewrite the letter on Wednesday morning.

With no further business before the Board, at 9:32 PM Selectman Borthwick made a motion to adjourn that was seconded by Selectman Lewis. The Board voted 3-0 in favor of adjournment at 9:32PM.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen