

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, DECEMBER 16, 2008**

The meeting was brought to order at 7:00PM by Chairman Bob Reagan. Selectman Scott Borthwick, Selectman Tim Lewis and Town Administrator Michael Capone were also in attendance. Others present: Ellie Davis, Al Posnanski, Phil Salvail, Cindy Neily, Bill Mac Donald, Scott Hazelton, Brenda Souza, Shirley Packard and Alex Crate

**Acceptance of Minutes of the December 9, 2008 Meeting**

The Board reviewed the minutes and voted the following: Selectman Borthwick moved and Selectman Lewis seconded the motion to accept the Minutes of the meeting of December 9, 2008 as written. The Board voted 3-0 in favor of the motion.

**Discussion of School Payment with SAU**

George Caccavaro, Business Administrator for SAU 62 was present at the meeting along with SAU Staff Barbara Tremblay, Patrick Andrew, Stella Butterfield and members of the Mascoma Valley School District Board to discuss how the school payment the Town makes to the SAU is calculated. George presented a folder to each Board member that contained all of the information the SAU uses to calculate how much the Town pays for the schools each month. The amount of the monthly payment the Town makes to the school will vary from year to year based on the school portion of the tax rate and the percentage of students Canaan has in the district during a set period. Since the school fiscal year runs from June to July and the Town fiscal year runs from January thru December there is always a six month offset between when the change in payment is applied. This will lead to adjustments in the monthly payment to the school.

George took questions from the Board and those in attendance with regard to the process. The consensus was that while one could argue that the formula for funding schools is flawed the process under discussion here this evening has been applied consistently through the years.

George and members of the Administrative Staff took some additional questions from those in attendance with regard to the overall school budgeting process. The SAU staff noted that they are always available to answer questions and provide information to residents. Chairman Reagan thanked all of the SAU representatives for attending.

## **Budget vs. Actual**

Michael reviewed the Budget Worksheet of 12/16/08 with the Board noting the additional lines in the Budget that had been overspent since the last review. These lines included the General Government Postage line, the Fire Department Salaries line, the Highway Supplies line, and the Street Lighting line. Michael mentioned that the Board will have to vote to move money from other areas of the Budget to cover the over expenditures.

Michael also noted that next week's manifest would contain the payment on the last of the Reserve Lines for 2008. This will be the \$30,000 payment to the Highway Reserve. In addition, he noted that the over expenditure in the Water Budget in the Capital Improvements line was a result of using this line to record some of the payments to the engineering firm that is managing the DBP project for the Town. Michael reminded everyone that any over expenditures in the Water and Sewer budgets would be paid for from the Water and Sewer surplus funds and not raised through taxation.

Brenda Souza asked if the Board was going to consider making a payment to the Grafton County Senior Citizens Council if there were any funds available at year end. Chairman Reagan noted all of the ways in which the Town already contributes to the Senior Center including the use of the building, the \$70,000 of improvements made in the past few years and the use of our maintenance staff to assist with repairs. Selectman Lewis suggested that perhaps the Town could sell the building to the Council for \$1.00 and let them take over responsibility for the building.

## **Other Business**

Phil Salvail asked about the status of Engine 3. Michael mentioned that Chief Bellion had called earlier in the afternoon to let him know that they were going to pick Engine 3 up at Lakes Region Fire apparatus. Members of the Board asked what the cost was for the work that was done and Michael said that the bill had not been received yet.

Michael mentioned that the next Budget Committee Meeting will be on January 8, 2009 at 7PM in the Fire Station. The first public meeting on the annual budget will be held on January 15, 2009 at 7PM in the Fire Station. The Deliberative Session will be held on January 31, 2009 at 1 PM in the Elementary School.

Michael reviewed the proposal for winter sidewalk maintenance with the Board. The proposal will be considered against the other maintenance options the Board is presently reviewing prior to reaching a decision.

Michael reviewed the draft of a letter he had prepared for Clark Hill with the Board. The Board had no changes for the draft. Michael will prepare a final copy for signature by the Board and will send it along with a check to Clark Hill next week.

Michael provided the Board with an email from John Bergeron of the Historic District Commission. John asked the Board to consider the appointment of Brooke D'Entremont for the open position of alternate member for the Historic District Commission. Selectman Borthwick made the motion to appoint Brooke D'Entremont to the position of alternate member for the Historic District Commission. Selectman Lewis seconded the motion and the Board vote 3-0 in favor.

Michael provided the Board with a copy of a letter submitted by Bill MacDonald, Secretary of the Canaan Assembly of God. Mr. Mac Donald was concerned with winter maintenance of the church parking lot. Chairman Reagan noted that sometimes because of the timing of storms the plowing and sanding can not be done in a timely manner. Michael noted that he would bring the matter to the attention of the Road Agent, Bob Scott.

Chairman Reagan mentioned to the Board that he had discussed the asbestos abatement of the tiles in the basement of the Town Hall/Library with the Library Trustees. It was agreed that the cost of abatement would be shared by both parties and that the Town's portion would deducted from the balance of the funds the library pays the Town from the Library revenues.

Al Posnanski asked if the Board would adopt a minimum fee for recycling fluorescent bulbs. It was agreed that if the fee was fifty cents per bulb, the Town would only take bulbs in multiples of two so the fees could be collected in whole dollars eliminating the need to make coin change.

Al also asked if there was anything else that could be done with the Backhoe at the Transfer Station. The machine has only one or two working gears. The Board asked Al to have Glenn contact the Town Mechanic to get an estimate on what the repairs might cost.

Al asked about the status of the project to get heat put into the baler building at the Transfer Station. Michael informed the Board that Tom Guillette had been getting quotes for the work. Michael will follow up with Tom to see where he is on the project.

With no other business to come before the Board at 9:27PM Selectman Borthwick made a motion to adjourn the meeting. The motion was seconded by Selectman Lewis and the Board voted 3-0 in favor.

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Robert Reagan, Chairman

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen

