

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, DECEMBER 30, 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. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Acceptance of Minutes of the December 23, 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 23, 2008 as written. The Board voted 3-0 in favor of the motion.

Budget vs. Actual and Budget Adjustments

Michael mentioned that he and Gloria had been reviewing the budget and were going to make adjustments in the Fire Department budget for expenses that should have been applied to the payroll line, but instead were charged against the training and dry hydrant lines.

Other Business

The Board discussed the Selectmen's meeting schedule for the first quarter of 2009. The Board decided to skip only the first Tuesday of each month and meet on the remaining Tuesdays. Michael will post a meeting schedule.

The Board discussed implementing a department meeting schedule for 2009. It was suggested that department meetings be held on the first Wednesday of every other month beginning on February 4, 2009. Michael will create a schedule and distribute to department heads.

Michael asked the Board if they intended to require Board approval for all purchases over \$500.00. The Board answered in the affirmative.

Michael asked if the Board had reached a consensus on how to maintain the sidewalks for the winter. It was suggested that the highway crew utilize the Ford tractor with the bucket, the snow blower and the small trucks to keep the sidewalks clear.

Michael mentioned that he was preparing a list of Warrant Articles for the Board to consider at the meeting on January 13, 2009. At that time the Board could vote on their recommendations for each article.

The Board discussed some of the options available for pursuing having a portable screen available for the Highway Department to process their own road products, such as sand and gravel out of material in the Town Pit. There was discussion about what size screen would work best for our needs and whether we should purchase rent or lease a screen. Michael will continue to explore options and present them to the Board.

Michael mentioned that he had sent a letter to the Law Firm of HinckleyAllenSnyder LLP in response to correspondence the Town had received from an Attorney representing Clark Hill, Inc.

Selectman Lewis asked for the Board to consider possible options to present with regard to shift scheduling for the Police Department. The Board asked Michael to look into what options might be worth exploring so workable suggestions could be discussed with Chief Frank.

Al asked Michael when the individual department and committee reports would be due for the Town Report. Michael noted that he had requested the information by January 12, 2009, but in reality he would not begin reviewing them prior to January 19, 2009.

Non-Public Session (RSA 91 – A.3-c)

With no further business before the Board, at 8:21 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 and a personnel matter. At 9:20 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 9:20 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 9:21 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen