

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, MARCH 24, 2009**

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: Dave Barney, Ellie Davis, Al Posnanski, Cindy Neily, Wesley Mansur, Nate Deleault and Philip Salvail. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

**Acceptance of Minutes of the March 17, 2009 Meeting**

The Board reviewed the minutes and voted the following: Selectman Lewis moved and Chairman Reagan seconded the motion to accept the minutes of the March 17, 2009 meeting as written. The Board voted 2-0 in favor of the motion with Selectman Borthwick abstaining.

**Election of Chairman**

Selectman Borthwick nominated Chairman Reagan for another term as Chairman. The motion was seconded by Selectman Lewis. No other Board members were placed in nomination. The Board voted 3-0 by voice vote to elect Chairman Reagan to another term as Chairman.

**Committee Assignments**

Board members accepted the following Committee assignments:

Chairman Reagan – Cemetery Trustees, Library Trustees, Water Source Protection Committee and Recreation Committee

Selectman Borthwick – Budget Committee, Historic District Commission, Meeting House Committee

Selectman Lewis – Planning Board, Conservation Committee and Capital Improvements Program Committee

Town Administrator – available to Canaan Street Lake Association, Mascoma Valley Health Initiative and the Transfer Station Committee on and as needed basis.

## **ARRA Funding for Water Projects**

Michael reported to the Board that four of the five Water projects submitted for American Resource and Reinvestment Act (ARRA) funding had been placed on the NHDES preliminary funding list. These four projects would total over 5 million dollars in improvements to the Town water system.

The next step in the process would be for the Board to determine which projects they would select to submit for funding. Michael explained the funding mechanism for the projects. It would consist of a 50% principal forgiveness from the State in the form of a yearly payment to the Town. For example, if the Town were to borrow/bond 1 million dollars over twenty years it would be responsible for an annual principal payment of \$50,000/year plus interest. The State would make an annual payment of \$25,000 to the Town to help offset the principal payment on the note.

Dave Barney asked about the wastewater projects that had been submitted. Michael noted that they were not among the projects placed on the preliminary funding list.

Michael further explained that NHDES was requesting that prior to the April 3, 2009 Public Hearing on the preliminary funding list the Board advise them as to which project(s) they may want to pursue.

Michael mentioned that should the Town need to borrow/bond funds for any of the projects a Special Town Meeting would be required. At this time, no vote had been by the legislature on the bill designed to modify the requirements for a Special Town Meeting for this purpose.

In addition, there was discussion with regard to whether or not the entire Town or just the Water System users would be responsible for paying on the note. Michael mentioned that he was going to be speaking with DRA on Wednesday to find out how they would handle these special circumstances.

Those present asked what “strings” might be attached to the ARRA funding. Michael mentioned that NHDES informed him that as far as they knew at present there would be “buy American” provisions as well as “Bacon-Davis” wage rules in place similar to the requirements for the bridge projects.

There was consensus that more information was needed prior to reaching a decision. Michael will provide daily updates to the Board as more information becomes available.

### **Citizen Request Form**

Michael presented the Board with a copy of an existing Citizen Request form for their review. This was a form that was used previously in Town and he thought it might adequately address the Board's idea for documenting requests for information, suggestions or complaints from residents. Use of the written form would allow for a more permanent record to be available for reference. The Board thought the form would be sufficient for use and suggested that they be made available at the Town Office and the Transfer Station initially for residents to fill out.

### **Revised Health and Safety Manual**

Michael informed the Board Tom Guillette had planned to be at the meeting to present a revised Health and Safety Manual for the Board to review, but he was home sick. Michael will reschedule Tom for the March 31, 2009 meeting.

### **Maintenance and Grounds Discussion**

Board members took some time to discuss options to explore with regard to decreasing operating expenses in the buildings and grounds budget. One of the items of concern was the light bill for Williams Field. During the summer months there is a large increase in the amount of the bill due to use of the field into the evening hours by youth and adult baseball and softball programs. The Board wanted to explore ways to offset some of that expense by requiring these leagues to contribute to the expense. Wesley Mansur, who plays in the softball league, was present. He noted that until recently, the league had contributed to expenses for the field. He was going to have the league President contact the Selectmen's office to review this issue.

The Board also discussed their concerns with the Cozy Corner and the bathroom building at the Town Beach. They felt that due to their overall condition and limited use both buildings represented more of a liability to the Town than an asset. Selectman Lewis made a motion that both buildings be taken down. The motion was seconded by Selectman Borthwick and voted 3-0 in favor. Selectman Lewis suggested that a portable toilet with enough room for changing and handicap access be put in place during the summer.

Michael mentioned that he thought it might be useful to continue this discussion at a future meeting and have Tom Guillette present to offer his insights on this issue.

## **Fire Service Billings for Orange and Dorchester – Update**

Michael mentioned that both he and Chairman Reagan had met with Dorchester Selectmen John Franz and Artie Burdette earlier in the day to discuss billing for Fire Service. They discussed the original bill sent to Dorchester which was incorrect. Michael explained that in trying to reconstruct the billing he had missed a step in the formula that cut the Dorchester billing by 50% since we only provide fire coverage to half the Town.

Michael had prepared a corrected bill that he was going to send to Dorchester. Selectmen Franz and Burdette had also asked if the Board would consider some type of installment payment of the bill. They were hoping to pay the 2009 bill this year and divide the 2007 and 2008 payments over the next three billing cycles. The Board discussed their request and felt that although we had been remiss in billing in a timely manner, both Dorchester and Orange should have made provisions for the billing because it was an ongoing service Canaan provides. Orange had already inquired about paying the invoice off in installments during the year. Selectman Lewis suggested that both Towns could have the balance of the year to pay off the invoices, but any balance carried forward should have interest added, just like we would for our taxpayers. The other members of the Board were in agreement and asked Michael to draft a letter to accompany the corrected bill for Dorchester and to send a letter to Orange informing them of the Board's decision.

## **Transfer Station Enforcement – Update**

Michael noted that he had prepared a memo to send to Transfer Station Manager Glenn Carey clarifying that permits could be used for more than one vehicle. He had a resident stop by the Town Office to say that he was told he could not use this type of permit with the vehicle he had with him. Board members agreed that it should be permissible for a resident to use a permit for more than one vehicle.

## **Other Business**

Michael informed the Board that there was a kickoff meeting for the Groundwater Discharge Permit expansion project tentatively scheduled for Friday morning at the Waste Water Treatment Plant. Representatives from the Town, Water System Operators, Wright Pierce and NHDES would be present to discuss the project.

Michael informed the Board that he had been contacted by Kate Keating from the Senior Center to inform the Town that the Center was considering some improvements to the rear entrance of the building. Kate mentioned that an architect had offered some planning and design services for free and she did not know yet what the overall plan was, but she wanted to let the Board know that they were considering the improvement.

Michael reviewed the amended request from Canaan Hardware with regard to their plan for the May 16, 2009 event at their store. Canaan Hardware was looking for some direction from the Board with regard to limiting access to “on the common” road between 10AM and 2PM on that Saturday morning. The Board reviewed the plan and had concerns with limiting the width of the road and the problems it would create for larger vehicles turning onto Rte 118 and Route 4. They felt that given the large area around the side and the back of the Canaan Hardware building that could be utilized for the event it might be better to keep the road open to traffic.

Tim Lewis asked Michael if he could check with NHDOT to see if there was a seminar or course available to assist Fire Department volunteers in obtaining a CDL license for operating the Department vehicles. Michael said he would look into it and report back to the Board.

With no further business before the Board, at 8:38 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 by the Board.

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Robert Reagan, Chairman

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen