

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MAY 12, 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: Al Posnanski, Matt Wilson, Elwin Neily, Jim Linn and Philip Salvail. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

Budget vs. Actual

Michael reviewed the 5/12/09 budget worksheet with the Board and those present. He noted that 19 weeks into the budget year account balances should be near 63.5%. The overall balance is at 69.33%. Michael reviewed those items that were below 63.5% and explained the circumstances surrounding each balance. Among the lines that have lower than expected balances and are being watched closely are Government Buildings Repairs and Maintenance, Police Department Overtime, Welfare Rental Assistance and Welfare Utility Assistance.

Discussion of Special Town Meeting

Michael explained to the Board and those present what will be required for the Special Town Meeting to vote on funding the proposed Well Blending Project that made the New Hampshire Department of Environmental Services (NHDES) list of American Recovery and Reinvestment Act eligible projects. The Board may elect to conduct this special meeting in a traditional town meeting format. A public notice of the Meeting date and time, a copy of the warrant article to be considered and a date and time for the public hearing will be required. The public hearing requires seven days advance notice and the Town meeting can be held no fewer than fifteen days after the public hearing.

It was suggested that, if possible, notice be provided by May 19, 2009 of a public hearing to be held on May 26, 2009 with a Town Meeting to take place after June 10, 2009. The notice would contain a specific date for the Town Meeting determined after consultation with the Town Moderator and other officials who would need to be present for the special town meeting.

Since the warrant article involves an appropriation over one hundred thousand dollars and would commit the Town to some type of loan agreement, the Town meeting vote would have to be by written ballot and would require a 3/5 majority to pass. It would also require at least a one hour voting period during the meeting.

There was considerable discussion with regard to the warrant article. Selectman Borthwick asked that the article be rewritten so voters would understand that we are mandated to comply with a Federal order. He also expressed his concern with the hurried nature of the process and the fact that we might not be entirely certain about what additional federal requirements would be imposed on the Town should we accept the ARRA funds included in this Warrant Article.

Selectman Lewis asked if the article could be amended at the Special Meeting. Michael mentioned that meeting rules allow for the article to be amended as long as the intent of the article is not changed.

The Board favored conducting the special meeting on a weeknight, preferably on the night of a Selectmen's meeting to avoid conflicts with other ex-officio meeting responsibilities of the Board.

Michael mentioned that he would follow up with the Town Clerk, the Town Moderator and the Supervisors of the Checklist who would have to be at the meeting as well.

Discussion of Highway Mutual Aid agreement

Michael asked the Board if there were any questions regarding the Highway Municipal Aid agreement that Road Agent, Bob Scott had submitted previously for the Board's consideration. There were no questions from the Board and Chairman Reagan signed the agreement on behalf of the Town.

Update on request to hay Town land at the Transfer Station

Michael reviewed some information from RSA483-B:3 regarding farming activities and their relationship to the Shoreland Protection Act. It was determined that filter strips would be required between the hayfields and Orange Brook pursuant to the Manual of Best Management Practices (BMPs) for Agriculture in New Hampshire. Jim Linn, who had made the request to hay the field, was present. The Board explained the requirement and Mr. Linn agreed to abide by it. Selectman Borthwick asked if Mr. Linn would be required to submit proof of liability insurance and Michael noted that it should be required. Mr. Linn would provide proof of insurance to the Town prior to beginning work on the property. The Board asked Michael to provide Mr. Linn with a copy of the BMPs.

Update on Uniform program

Michael reviewed the latest quotes he had received from vendors with the Board. Two different types of plans were being considered and quotes had been obtained from three vendors. Michael mentioned that the vendors had provided samples of the uniforms to Road Agent Bob Scott to be sure that we were comparing similar clothing from all vendors.

Michael mentioned that there were some differences between the length of term vendors were offering as well as the percentage of increase in the contracts each year. The contract terms ran from three years to five years and the yearly percentage increases ran from 2% to 9%. Michael also noted that one of the vendors had visited with Bob Scott today and provided some information regarding a promotion they were running that he was not aware of so he was going to follow up on that. Selectman Lewis asked Michael if he would check with the vendors that were offering five year agreements to see if they would offer a three year agreement. Michael commented that he was already discussing that issue with one of the vendors.

Michael said he would follow up on the promotional program offering issue and inquire about the length of term and report back to the Board.

Update on Groundwater Discharge Project

Michael reviewed a copy of an email he had received from Wright Pierce with an update of activities that will take place in June at the Wastewater Treatment Plant with the Board.

Other Business

Michael informed the Board that the Health Insurance enrollments had been completed and employees will be on their new health insurance plans as of June 1, 2009.

Michael informed the Board that he had been reviewing the requests from the Friends of Canaan Village with regard to the work in the downtown area. Tom had already begun work on repairing the water spigot in the Park and was looking into the cost of materials for fixing up the area in front of the Food Mart. In addition they were looking into what would be required to do some of the striping for crosswalks downtown.

Elwin Neily asked about the replacement of the Lamp Post at the intersection of Route 4 and Canaan Street. Michael said that Tom was in the process of ordering the replacement post, but was trying to match the color of the original.

Selectman Borthwick asked Michael if he had spoken with Alan Hill regarding the water filter Joe Butterfield had brought to the meeting on April 28, 2009. Michael said he had not, but he would call Alan in the morning.

Selectman Lewis requested that Michael send a letter to the Friends of Canaan Village clarifying the approval of the Park Plan by the Selectmen in 2006. It was his understanding that the Board “accepted” the plans from the group but there was no formal approval of the plan. This was confirmed by Selectman Borthwick who mentioned that he had informed Carolyn Barney, a member of the group of that fact. Michael said he would draft a letter for the Board to review.

With no further business before the Board, at 8:37 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