

**CANAAN BOARD OF SELECTMEN'S  
MEETING MINUTES  
DEPARTMENT MEETING  
Wednesday, June 3, 2009**

The meeting was brought to order at 8:05 AM by Chairman Reagan at the Fire Department. Selectman Borthwick, Selectman Lewis and Town Administrator Michael Capone were also in attendance. Others present: Larry Brabant, David Heath, Glenn Carey, Bob Scott, Vicky McAlister and Sergeant Todd Baravalle.

**Budget**

Chairman Reagan noted that Michael had prepared copies of the year to date budget vs. actual report for those in attendance to review. Michael commented that, on average, budget expenditures were slightly below projections. He noted that Mechanics Repair Parts and Petroleum products were slightly ahead of projections, but that was because of some bulk purchasing that had been done earlier in the year to save money. Expenses against the Human Services budget continue to be of particular concern. Expenditures for Welfare Rent Assistance and Welfare Utilities Assistance were far ahead of projections. Those two lines in particular may require a transfer of funds from some other area of the budget prior to year end to fund over expenditures.

**Health Insurance**

Michael asked those present to check with their staffs to be certain that everyone had received their new insurance cards. He also asked everyone to be certain to contact him if they had any questions regarding the new plans. Primex also asked that employees contact them if they have a physician that is not on the network so Primex can contact them and try to sign them up. Larry mentioned that he had spoken with a Primex rep at the Mountains of Demonstrations event last week and provided the names of an Eye Specialist and a Chiropractor for Primex to contact.

**Special Town Meeting**

Michael provided those present with a handout regarding the special town meeting to be held on June 23. There was a brief discussion regarding the meeting and the warrant article to be presented.

## **Other Business**

Michael mentioned that according to the personnel policy, Friday, July 3 will be an employee holiday, so the Town Office will be closed on both Friday and Saturday. There was a discussion about the Transfer Station schedule and the Board determined that it should be closed on Friday, July 3 and Saturday, July 4 as well. Michael will post notices on the website, in the Town Office and other public locations to inform residents of that fact.

Michael mentioned that there will smoke testing done on the sewer system from June 16, 2009 thru June 18, 2009. He will forward a copy of the public notice to Police, Fire, Highway and Ambulance so they will be aware of the schedule. A letter is being sent to all residents on the system. A notice will be going in the paper next week.

Michael also mentioned that the Long Term pump test on the new Town well will be conducted on June 16, 2009. Notices had been sent to abutters regarding the test affording them the opportunity to have their wells monitored.

Bob Scott asked about the status of the new uniform contract. Michael mentioned that he was going to request copies of contracts from the companies under consideration so he can review them prior to making a final decision on who to use. Bob asked if the Board had decided on a lease-no wash or the full program. Selectman Lewis indicated that he felt the lease no-wash program would be a good starting point and that if it did not work out, we could change to the full program.

Larry expressed his concern with Unifirst and noted that we had used them once before and did not receive a satisfactory level of service resulting in the Town having to buy out of the contract. Michael mentioned that he was going to review the contracts for that very reason. He wanted to know what options were available to the Town should they need to cancel a contract.

Larry also mentioned that he was going to be having surgery on his shoulder in July and depending on how extensive the damage was he would be out from 4 to 16 weeks.

David Heath spoke with the Board regarding their request that he obtain his CDL before September 30, 2009. He was concerned that since he will be spending most of his time in the coming months working on the Cemeteries he would not have sufficient time to practice driving before taking the test. The Board asked David to make every effort to meet the September 30 deadline and agreed to review his progress at that time.

**Non-Public Session (RSA 91 – A.3-c)**

With no further business before the Board, at 9:07 AM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 by roll call vote to go into non public session to discuss a personnel matter. At 9:45 AM 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 9:45 AM 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 9:46 AM 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

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen