

**CANAAN BOARD OF SELECTMEN'S MEETING
MINUTES
Wednesday, February 3, 2010**

The meeting was brought to order at 8:02 AM by Chairman Reagan at the Fire Station Meeting Room. Selectman Borthwick, Selectman Lewis and Town Administrator Michael Capone were also in attendance. Others present: Larry Brabant, Chief Bellion, Bob Scott, Police Chief Frank, Amy Thurber, Nelson Therriault, Bill Wilson and Vicki Mc Alister.

2010 Meeting Schedule

Michael mentioned that the Department meeting dates for 2010 would be 4/7, 6/2, 8/4, 10/6 and 12/1

2010 Budget vs. Actual

Michael provided those present with a copy of their expenses for 2010 as of the February 2, 2010 manifest.

Town Meeting Update

Michael informed those present that the Police Benevolent Association would be holding a candidates night on Saturday, February 27, 2010 at 6PM here in the Fire Station.

He also mentioned that the second session of Town Meeting would be held on Tuesday, March 9, 2010 from 8AM to 7PM. Voting would take place at the Fire Station as well.

Work Orders

The Board wanted to discuss the next steps in the work order process. They felt it was an important tool to being able to justify the purchase of replacement equipment. It was mentioned that Bob Scott now had a software program that would allow for computerized data entry of the work orders that until now had been processed manually. Michael offered to assist with the data entry for the work orders that had been done manually to date. Chairman Reagan asked Bob Scott and Larry Brabant to remain after the general portion of the meeting to discuss this in more detail.

Project Updates – River Road Bridge, Water/Sewer

Michael provided a brief update on the River Road bridge project, the well blending project and the Groundwater Discharge Capacity projects for those present.

Other business

Chief Frank asked about the status of the new cell plan. Michael mentioned that he had been discussing a “no contract” agreement with US Cellular which looked quite good.

Recently he was contacted by Verizon again with regard to another “no contract “plan that was less than what they had previously offered. Michael said he was hoping to review them in a week or so, but had to finish the Town report first.

Chief Frank mentioned that he had some pagers that were not being used and asked that anyone who had pagers they were not using turn them in so we could save some money.

Chief Frank also asked about the status of the cleaning contract. He had concerns with the crew that had come into the Police Department to clean. Michael mentioned that he had been advised by the LGC that our cleaning contractors needed to have proper insurance coverage to protect the Town. This would eliminate using uninsured cleaners. This new cleaning service was being evaluated to determine if they could provide cost effective service to the Town. At a minimum, we needed to evaluate the level of service and the cost for that service to determine if we should continue to use an insured service and absorb the extra cost, go back to the uninsured providers and take on the added risk or perhaps even consider doing the cleaning ourselves.

Chief Frank also asked the Board what their intention was with regard to the raise he had asked for in the amended budget should it be passed by the voters in March. Selectman Lewis said that he would not support the raise. Selectman Borthwick said he would not support it because it would set a precedent.

There was a general discussion with regard to funding increases in the coming years. Chief Bellion thought it would be helpful if the Board could make the departments aware of what the goal is for the next few years. Chairman Reagan mentioned that there were still open questions with regard to what the State might pass on to the Towns in the way of additional expense as they deal with their budget shortfalls and below average revenue receipts. There were already estimates that when the State begins work on the 2013/2014 budget they will be \$500 million dollars in the red. Michael noted that the New Hampshire Electric Coop had appealed their 2008 assessments throughout the State. If the appeal were to be upheld it would result in over \$80,000 a year in lost property tax revenue to the Town. Michael also mentioned that there may be legal action with regard to the downshifting of retirement contributions to the Towns. All of that coupled with the lingering national problems has the Board concerned about what to expect for at least the next two years.

Chief Frank asked about the requisition he had submitted for the traffic counter. Michael mentioned that it was on his desk, but had not been reviewed yet. Chief Frank mentioned that the grant period to receive half of the purchase cost for the counter runs from 3/1/10 to 7/1/10.

Chief Bellion asked if the Board was going to support fire assistance grants should he be successful in obtaining them. In particular, there was a discussion about a new generator for the fire, police and highway buildings and whether there should be one generator for all three buildings or separate generators for each one instead. The Board suggested that pricing be obtained for all options and reviewed before making a decision. Selectman

Borthwick mentioned that he was not opposed to getting grants for some of this equipment as long as there were no conditions imposed as part of the purchase.

With no other general items to discuss most of those present left the meeting. Road Agent, Bob Scott and Mechanic, Larry Brabant remained to discuss work orders. Chairman Reagan mentioned that we needed to look at ways to improve preventative maintenance. He suggested some sort of check list that could be reviewed and signed off on.

Selectman Borthwick thought we should set up a preventative maintenance plan. Selectman Lewis asked if the drivers were doing pre inspections. Bob Scott said that they were. Selectman Lewis asked if a daily drivers log could be used as a checklist and a document to provide Larry with some direction as to what needs to be taken care of on the trucks. The vehicle logs could be made available to all departments with vehicles and be used as the source document for repair orders. That way everyone would be accountable.

It was agreed that daily log books should be made available on all vehicles. Bob Scott said that he would check in to getting some books.

Selectman Borthwick asked Bob about the test use of manufactured sand mixed with salt on the West Canaan plow routes. Bob mentioned that the limited testing he did with the small amount of sand purchased seemed to be working fine, but that it should probably be looked at more.

Chief Bellion came back into the meeting room from his office and the Board asked him about vehicle maintenance records. Chief Bellion noted that the Department keeps vehicle logs. There was also a brief discussion with the Chief regarding new ordinances and the formula for billing Dorchester and Orange for their fire service.

With no further business before the Board, at 10:18 AM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 in favor by the Board.

Robert Reagan

Scott Borthwick

Tim Lewis
Canaan Board of Selectmen

