

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, December 27th, 2011**

The public meeting at the Canaan Town Offices was called to order at 6:30 PM by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson and TA Michael Samson.

Motion at 6:30 PM to enter into executive session pursuant to RSA 91-A:3 II (c) (d) & (e) by Scott Borthwick second by Marcia Wilson. Unanimously approved. Invited to attend were Ryan Porter and Samuel Provenza.

At 6:55 PM Selectman Wilson made a motion to come out of non-public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote. At 6:56 PM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote.

At 6:58 PM Scott Borthwick moved to hire Samuel Provenza as a part time officer working no more than 20 hours per week. Second by Marcia Wilson. Unanimously approved.

At 7:00 PM Chairman Reagan called the public meeting to order. Other members of the Public in attendance included Al Posnanski and Ellie Davis.

Minutes December 13th, 2011

Motion by Scott Borthwick with second by Marcia Wilson to approve the minutes of December 13th. Unanimous approval.

Budget vs. Actual

Samson reviewed the financial status of the Town. He indicated that the estimate at this point is that there is \$124,319 in funds available for year-end expenses. He also indicated that there will most likely be an additional thirty to forty thousand dollars available after all payroll and bills are up-dated.

Year End Encumbrances

Samson reviewed the list of year end purchase orders that are requested. The total for all of these items is \$137,558. The items include \$20,100 for a new lift at the Senior Center (required by law). \$12,500 for building changes at the Senior Center to accommodate the lift, \$3,000 for a new entry at the Fire Station, \$86,738 for a new salt shed (required by law), \$7,500 for lighting at the highway garage, \$3,100 for creating a lunch room at the highway garage and \$4,620 (\$10,100 less sewer funds of \$3,367 and FEMA funds of \$2,100). The board reviewed each request. Marcia Wilson moved to approve and Scott Borthwick seconded approval of a purchase order of \$20,100 to All-Ways Accessible for a lift, up to \$12,500 to MTD for renovations to the Senior Center for the lift, \$74,838 for a new salt shed, \$7,500 to Langlois Electric for lighting at the highway garage, \$2,000 to RP Johnson for a lunch room and \$10,100 for a new gate on Transfer Station Road. The

total authorized was \$121,588. The Fire Department was directed to obtain hard numbers on the new entry and come back to the Board in 2012. The Highway Department was directed to look at the numbers further and see if there is a way to get the lunch room for \$2,000.

Draft Warrant Articles

Samson handed out and reviewed draft warrant articles for consideration. They have been sent to Bernie for final review.

Bench on the Common

The Board reviewed a request by a family to donate a bench for the Common, Scott Borthwick moved to accept in principal and refer the contribution to the Friends of Canaan Main Street for review. Second by Marcia Wilson and unanimously approved.

Humane Society

Samson reviewed the annual contract with the Humane Society for animal care. Motion by Marcia Wilson and second by Scott Borthwick to approve the contract and limit expenditures under it to \$500 per year. Unanimously approved.

Zani Deed

Samson reported that all drafts of the Zani Deeds are approved and David has signed his deed. The transfer tax issue needs to be resolved and will total about \$200. Motion by Scott Borthwick and second by Marcia Wilson to sign the deed and pay up to half of the transfer tax out of the legal fees account. Unanimously approved.

MVHI Emergency Heat Protocol

Samson reviewed a protocol drafted by MVHI that is used in a number of communities to provide emergency heat for people running out in the middle of the night. The protocol says that Listen will answer the calls and provide the fuel until it has exhausted its funds after which the Town will be liable for the expense through a payment guarantee. The Board noted that not only will the Town make the payments for people in need, we will also be responsible for emergency delivery fees in the middle of the night because people are not watching their fuel levels. It was also noted that the Town has emergency fuel funds that it gives out through the Town Welfare Department. Motion by Marcia Wilson to decline to sign the protocol. Second by Scott Borthwick. Unanimous approval.

Water System Operator' s Contract

The Board discussed the renewal of Water System Operators contract. Motion by Scott Borthwick to approve the contract. Second by Marcia Wilson. Unanimous approval.

Other Business

Bob Reagan asked what the status was on the Caspersan property and purchase by Silvio Conti. Scott Borthwick indicated that he would check on it.

Samson discussed whether to change the direction at the Transfer Station. There are pros and cons to the change but the waiting area would be flatter and there would be less

traffic conflict at the bottom of the hill if the direction was reversed. The Board suggested that we run a poll on the web site to ask people which way they would like to go. Bob Reagan asked that we look at getting an alarm system in the Town Hall to warn if the heat was out in the Town Hall.

The Board approved the request for a raffle by Cardigan Mountain School. Scott Borthwick moved and Marcia Wilson seconded. Unanimous approval.

The Board approved the requests by Fish and Game and Old Home Days Committee for use of the Common and Williams Field. Motion by Scott Borthwick and second by Marcia Wilson. Unanimous approval.

Samson was directed to send a letter to National Grid complaining about the inefficient and unsafe tree cutting being done by their contractor.

Motion at 9:20 PM to enter into executive session pursuant to RSA 91-A:3 II (c) (d) & (e) by Scott Borthwick and second by Marcia Wilson. Unanimously approved.

At 9:50 PM Selectman Borthwick made a motion to come out of non-public session.

The motion was seconded by Selectman Wilson and voted 3-0 by roll call vote. At 9:55 PM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and voted 3-0 by roll call vote.

Motion by Scott Borthwick to give a one time bonus of \$100 to Bob Scott for his work on Irene including the FEMA paperwork, for his work to fill in for Larry, for taking on more department responsibility for government buildings and for reducing and reorganizing his budget. Second by Marcia Wilson and unanimous approval. Motion by Scott Borthwick to give a one time bonus to Bill Bellion for his work on the ice storm, the tornado and Irene as well as organizing FEMA's interaction with Canaan and preparing mitigation applications. Second by Marcia Wilson and unanimously approved. Motion by Scott Borthwick to give a one time bonus to Gloria Koch for her efforts to prepare all of the FEMA filings and back-up documents that resulted in \$89,000 in reimbursements. Second by Marcia Wilson and unanimously approved. Motion by Scott Borthwick thanking Sam Frank for his efforts in computerizing the Police Department, reducing overtime and working to handle an increased criminal complaint load. Second by Marcia Wilson and unanimously approved.

At 10:15 PM Selectman Wilson made a motion to adjourn. The motion was seconded by Scott Borthwick and voted 3-0 by the Board.

Robert Reagan, Chairman

Scott Borthwick

Marcia Wilson
Canaan Board of Selectmen