

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, May 22nd, 2012**

The public meeting at the Canaan Fire Station was called to order at 6:00 PM by Chairman Reagan. Others present: Selectman Scott Borthwick, Selectman Marcia Wilson, Joseph Damour (Water System Operators) and TA Michael Samson.

Motion at 6:10 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 was Joseph Damour.

At 6:53 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 6:54 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 6:54 PM Chairman Reagan re-opened the public meeting. Selectman Scott Borthwick, Selectman Marcia Wilson, Selectman Bob Reagan and TA Michael Samson in attendance. Members of the Public in attendance included Joseph Damour, Philip Allen, Ellie Davis, Connie McCrossin, Phil Carter and Al Posnanski.

At 6:55 PM Scott Borthwick moved to send a management memorandum to Water System Operators indicating areas of concern and the Town's intent to review quarterly. Second by Marcia Wilson. Unanimously approved.

Acceptance of the Minutes May 8<sup>th</sup>, 2012

Motion by Marcia Wilson with second by Scott Borthwick to approve the minutes for April 10th. Unanimous.

#### Cemetery Complaint

Phil Allen indicated that the grave of his family in the Canaan Street Cemetery is a disaster and had no sod on the grave. The grave was opened in december and had been seeded but there is no grass yet. Phil indicated that he expected sod by the Memorial Day weekend. Ellie indicated that it was David Heath's problem and he should fix it. Phil Carter indicated that it was up to David and whoever hired him. They indicated that the family should contact David. Phil Allen said that it was the Town's responsibility and the Town should sod the plot. Phil Carter indicated that he would follow up on the sod issue.

There were some objections to the pines being cut in front of the Wells Cemetery and there were also complaints that Cobble Hill Cemetery hadn't been cleaned up yet. The Board noted that complaints are to be addressed by the Cemetery Trustees.

#### Health and Safety Report

#### Bidding on the Meeting House Renovations and the Recreation Equipment

Samson reviewed the bids on the renovations at the Meeting House and the recommendation of the Preservation Committee to use the services of Harvest Construction of Hartford, Vermont with a price of \$73,200. Motion by Scott Borthwick and second by Marcia Wilson to award the bid to Harvest Construction. Unanimous approval.

Samson reviewed the bid proposals for the recreation playground equipment and the recommendation of the Recreation Commission to go with Pettinelli and Associates of Burlington, Vermont with a price of \$36,082. Motion by Scott Borthwick and second by Marcia Wilson to award the bid to Pettinelli and Associates. Unanimous approval.

#### Budget vs Actual

Samson reviewed the income to the Town and noted that it we probably will exceed revenue expectations for delinquent tax interest, meals and rooms, motor vehicle registrations, welfare reimbursements, FEMA and for planning permits. On the expense side, there are several new areas that are of concern. We will spend \$9,700 to stabilize the Bates property to prepare for sale. Assessing is running about \$5,000 over budget for Cross Country but may be reimbursable from capital reserves, solid waste and recycling will be about \$6,500 over budget at current rates and the cost of the snowblower/sander, Highway Garage lights and waste water-highway-transfer station gate is \$7,700. On the positive side there will be about \$60,000 in savings and the total cost of the Department of Labor improvements will be about \$10,000 less than anticipated. Samson indicated that he still anticipates a small surplus at year's end.

#### Recreation

Marcia Wilson discussed efforts to work collaboratively with Enfield to create a beach program at Canaan Street Lake. The plan would include funding a lifeguard and swim instructors. The plan would also use joint Enfield and Canaan staffing and raise funds through lesson fees and grants.

Samson discussed vandalism at Williams Field in the bathrooms. We are still missing hinges on the playground gates and there are problems with fires and plugged toilets in the bathroom. Samson indicated that after talking with Sam Frank possible fixes include putting in a smoke detector with a flashing light so we can tell if someone is lighting a fire and that we use a strongly built toilet paper dispenser that limits the amount of paper available to reduce the plugging of toilets. Eventually, we still need to get time lapse cameras on the area so we can detect who is causing the damage.

There are several organizations that will be selling food on the day of the hill climb including the Legion and Masons.

The Memorial Day parade will be on Monday at 9AM.

The bouys are being set by Friday using Cardigan Mountain's boat and Highway crew.

## Other Business

Samson indicated that we are taking a stronger position on delinquent taxes by requiring that taxes be paid by June in the future or they will go for deeding. Samson indicated that there were about ten delinquents that had until October last year to get current. The consensus of the Board was to tell those repeat delinquents that they needed to get the taxes paid that were the subject of the tax deeds by September 1<sup>st</sup> and in the future, the final date for payment before deeding would be June 1<sup>st</sup>.

Samson indicated that he would be meeting with Alice Peck Day management next week to discuss the cost containment initiative.

Samson indicated that Jeannie Forrester would like to address the Board on June 26<sup>th</sup>.

Samson indicated that the bulletin boards have arrived and wanted to use Barry Clause to install them. He also noted that David Heath will be asked to fix the broken window at Gloria's office.

Samson reported that we are tracking web site usage and we are getting about 500 unduplicated users a week on the site from local servers. That represents about 35% of the Town's population. We are also tracking which pages are being used and how often. There are many users using the site several times a week. We will be creating new calendars for use of the Common and Williams Field and they will be posted on the Community page of the website and the calendars will be on the Community Meeting Spaces tab.

Samson asked what day the Board wanted to give to the Transfer Station employees for their holiday. The Board indicated that they should be given Tuesday May 29<sup>th</sup> as a paid holiday. Motion by Marcia Wilson and second by Scott Borthwick. Unanimously approved.

The Board indicated that they wanted to meet with welfare applicants that were receiving more than \$250 and were regularly repeat clients.

Motion at 8:43 PM to enter into executive session pursuant to RSA 91-A:3 II (c) (d) & (e) by Marcia Wilson and second by Scott Borthwick. Unanimous.

At 8:58 PM Selectman Wilson made a motion to come out of non-public session.

The motion was seconded by Selectman Borthwick and unanimously approved. At 8:59 PM Selectman Wilson made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Borthwick and unanimously approved.

Motion by Marcia Wilson and second by Scott Borthwick to terminate April Rowell's contract for cleaning at the Library and Town Offices and to retain the services of Heather Jacobs at the rate of \$12 per hour effective next week. Unanimously approved.

At 9:00 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Marcia Wilson and unanimously approved by the Board.

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Robert Reagan, Chairman

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Scott Borthwick

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Marcia Wilson  
Canaan Board of Selectmen