

**CANAAN BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, October 23rd, 2012**

Chairman, Bob Reagan called the meeting to order at 6:30 PM. In attendance were Selectmen Robert Reagan, Scott Borthwick and Marcia Littlefield, TA Mike Samson, and Jacqueline Lindberg.

Motion by Scott Borthwick, second by Marcia Littlefield to go into executive session. Unanimously approved. At 7:03 PM, motion by Scott Borthwick to recess the executive session until following the open meeting with second by Marcia Littlefield. Unanimously approved.

Chairman Bob Reagan called the open session of the Board to order at 7:05 PM. In attendance, Selectmen Robert Reagan, Scott Borthwick and Selectman Marcia Littlefield. Also in attendance, TA Mike Samson, Road Agent Robert Scott, Chief William Bellion, John Hennessy, Al Posnanski and Mike Hutchinson.

Minutes of October 9th, 2012

Motion by Scott Borthwick to approve the minutes of October 9th, 2012. Second by Marcia Littlefield. Unanimously approved.

Burn Permit Complaint

Mike Hutchinson discussed how difficult it is for a person working 6 days a week to get a burn permit. He indicated that his only free night is Saturday night. He asked if it would be possible to get a burn permit on line. A discussion between Samson, Bellion and Hennessy ensued. There are a couple of issues that preclude total on-line application and approval. The first is that the location has to be checked prior to issuance. The second is that a permit cannot be issued until everyone is sure of what the weather will be on the day of the burn. Bill Bellion and Mike Samson indicated that they would try to develop a system that could be done partially on line and work to strengthen the weekend approval system.

Highway Mechanic

Item postponed to executive session.

Budget vs. Actual

Samson indicated that at this time, it still looks like the budget will have at least a \$45,000 surplus. Samson reviewed the list of proposed encumbrances for year end. The purchase orders for the first two coming up for approval are for outside lights for the highway garage (\$1,221) and a paint cabinet for the highway garage (\$750). The purchase orders were signed. Marcia Littlefield asked that the light at the back door of the senior center be repaired prior to Halloween.

MS 4 and MS 5

Samson reviewed the MS 5 prepared by the auditors reviewing last year's finances and the MS 4 prepared by Samson of the projected revenue to be raised in 2012. The MS 5

indicates that the undesignated fund balance exceeded \$1 million dollars before taking \$194,000 to fund capital reserves and one-time expenses approved by the voters. The MS 4 indicates that revenue is ahead of expectations and will easily meet expectations. Based on the revenue coming in, the tax rate should be the same as last year's rate. There were no further questions and the Board signed the MS 5 and Samson signed the MS 4. Both will be transmitted to DRA on Wednesday.

Milt Wilson Abatement

A copy of the proposed abatement was distributed to the Board. Samson indicated that the new meter that was installed on Wilson's property on Follansbee Road leaked for several weeks. The proposed abatement will charge Milt the same as he was charged for the previous quarter. Motion by Scott Borthwick to approve the abatement with a second by Marcia Littlefield. Unanimous approval.

Tax Sales

A list of properties due to go up for sale was distributed and Samson asked which properties should go up for auction and which should be listed with a broker. The consensus of the Board was that the Tucker, Moore and Vincelette properties should go up for auction. The old highway garage and Bates properties should be listed with a broker. The Autoware property should be held and the Champney property (mobile home) should be removed. The Board wanted more information on the Burke Ridge and Bressett properties.

Road Discontinuance

No action until the owners and adjoining properties are notified and allowed to speak with the Board.

Building Permit – Augustus Means

Samson distributed a proposed enforcement letter from Bill Wilson regarding Means failure to meet permit conditions. The consensus of the Board was to take enforcement action with respect to Historic District, Planning Board and Building Permit violations.

Water Meter Connections

Samson reported on the progress of water meter connections and indicated that there were 23 left to be done which included all the new pits and installations where none previously existed.

Recreation Cooperation

Samson noted that he had reviewed the proposed recreation budget with the Board indicating that with fee increases, the Recreation Commission could fund a joint coordinator with Enfield (underwritten by grants) to strengthen and improve the volunteer system and raise additional funds for the programs in both towns. The funding would come from user fees and looked to be initially enough to fund a half time position without the grants. He reported that there are currently two grants available to support the program. The consensus was to continue to explore the program. Samson asked if recreation instructors who have been previously approved by the Board and who were

returning to provide similar service needed Board approval for a return engagement. The consensus was that if the funding were available for the program, no additional Board approval was required.

Old Home Days and Town Wide Yard Sale

The consensus of the Board was to approve the requested permissions for the 2013 Old Home Days and Town Wide Yard Sales.

Other Business

Al Posnanski announced that the 4-H Chicken Pie Dinner will be November 10th between 5 and 7 PM.

Samson was asked to check into new trailers on the McKinstry property on the west side of Rt. 118.

Samson was also asked to call Chuck Townsend about the funding levels from the Taniff program.

At 8:20, Selectman Borthwick moved to reenter executive session to discuss personnel issues. Marcia Littlefield seconded the motion and it was unanimously passed.

Samson and Scott were invited to attend.

At 8:35 Selectman Littlefield moved to come out of Executive Session. Borthwick seconded the motion and the motion passed unanimously. At 8:36 PM Selectman Littlefield moved to seal the minutes and Selectman Borthwick seconded the motion. Motion passed unanimously. At 8:37 Selectman Borthwick moved to offer the Town Mechanic's position to Bayne Stone at a wage of \$36,000 per year for 90 days and then to a base of \$39,000 after completing training on computer assisted diagnostics. Second by Marcia Littlefield and unanimously approved.

Motion by Littlefield to adjourn with second by Borthwick. Unanimously approved.

Robert Reagan, Chairman

Scott Borthwick

Marcia Littlefield
Canaan Board of Selectmen