

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
Tuesday, December 15, 2015**

Chairman, Scott Borthwick called the meeting to order at 5:30 PM at the Conference Room. In attendance were Selectmen Scott Borthwick, Bob Reagan, David McAlister, and TA Mike Samson. Others: Bob Scott, Phil Salvail, Cortland Smth. Tony Bishop and Sam Frank.

At 5:30 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 5:50 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 5:51 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Reagan to approve a pay rate of \$17.73 for Tony Bishop provided that he sign the stipulation for all highway workers regarding improved communications.

#### Minutes

Dave McAlister moved to approve the minutes of 12/1/15. Second by Bob Reagan. Unanimously approved.

#### Budget vs. Actual – 2016 Budget

No changes. There will be a meeting on Tuesday, December 22 to approve year end encumbrances at 4 PM.

#### 2016 Budget

The Board reviewed the proposed budget and there were no changes. The total was 3,472,762. Dave McAlister moved to adopt the proposed budget. Bob Reagan seconded the motion. Unanimous approval.

#### Police

Sam Frank introduce Cortland Smith as his recommended choice for a full-time officer to replace Rick Brown. Sam noted that Cortland has worked for Enfield during the past four years and had served as a fill in officer for Canaan. The Board accepted the recommendation and the proposed offer of employment to Cortland. Dave McAlister moved to approve the hire at \$23.24 per hour. Bob Reagan seconded the motion. Unanimous approval.

Sam indicated that we would be interviewing candidates to replace Ellen right after the first of the year.

#### Department Hours

There was a discussion of department hours for the Town Office and Samson recommended that we change the open hours to 40 hours per week starting after the first of the year. The consensus of the Board was to make the change.

#### Proposed Warrant Articles

Deferred.

#### Water and Sewer

Samson reported that Highway and John Coffey were still working to complete water and sewer lines to two homes on Chief's Drive. There were several challenges that were encountered included unknown extra lines.

Samson reviewed the actual septage and leachate deliveries that have occurred so far. The proposed budget anticipates \$68,000 in septage and sewer revenues for 2017 but the total to date has been only \$33,000. This represents revenues from about 8 months indicating that we will do about \$45,000 next year. We will have to watch the budget next year since we need at least \$140,000 in revenues and we generated \$103,000 in water and sewer user fees. If we receive only \$33,000, the budget will be tight.

#### Highway Vacancy

Samson indicated that the vacancy created by Louis Jacobs leaving is advertised and the deadline should be extended to December 22<sup>nd</sup>. He also asked that the pay range be increased to the level that Louis had been paid prior to leaving which was \$18.51. The consensus of the Board was to extend the deadline and increase the range.

#### Other Business

Samson asked the Board to make a contribution to Gloria Koch for her purchase of a smart phone that will allow her to make adjustments to her computer while on vacation. The Board approved a one time expense of \$200 for the new phone. The phone will be owned by Gloria and all of the monthly fees are paid for by Gloria.

Samson reviewed an updated schedule for allowable rents. The Board adjusted the allowable amount for a 2 bedroom to \$900, a 3 bedroom to \$1,000 and a 4 bedroom to \$1,100 and left the 1 bedroom at \$700. Dave McAlister moved to adopt the revised schedule budget. Bob Reagan seconded the motion. Unanimous approval.

Bob Scott and Samson talked about the old backhoe. The Board indicated that they would like a proposal for the use and repair and cost of repair of the old backhoe. The current plan is to use it in the salt shed.

Samson reported that the SCBA air packs for the Fire Department have been ordered.

At 7:15 PM Selectman McAlister moved to enter executive session. Bob Reagan seconded the motion and it was unanimously passed.

At 7:17 PM Selectman McAlister moved to exit executive session, seconded by Bob Reagan and it was unanimously passed.

At 7:17 Selectman McAlister moved to seal the minutes. Bob Reagan seconded the motion and it was unanimously passed.

Motion by Reagan to adjourn at 7:18 PM with second by McAlister. Unanimously approved.

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Scott Borthwick, Chairman

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Robert Reagan

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David McAlister  
Canaan Board of Selectmen