

**CANAAN BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, SEPTEMBER 29, 2009**

The meeting was brought to order at 6:30PM by Chairman Bob Reagan. Selectman Scott Borthwick, Selectman Tim Lewis and Town Administrator, Michael Capone, were also in attendance. Others present and those who joined the meeting in progress: Al Posnanski, Elwyn Neily, Cindy Neily, Dave Barney, John Bergeron, Michael Roy, Earl Smith, Bev Chapman, Ellie Davis, Reginald Barney, Alonda Kaler, John Knott, Angie Blake, Phil Salvail and Fire Chief Bill Bellion. Chairman Reagan led those in attendance in reciting our pledge of allegiance.

**Meeting with Road Agent, Bob Scott**

Road Agent, Bob Scott was present to discuss equipment issues with the Board. Both of the 2001 Freightliner six wheel dump trucks are in need of repair and/or replacement of their dump bodies. The Board had asked Bob to explore various options for addressing this issue. There were a variety of options discussed. These included purchasing replacement dump bodies for each vehicle, purchasing a used truck, if there were any good values available, and looking at possible options for new vehicles to be purchased at Town meeting. Bob mentioned that there was a 2005 Sterling six wheel truck fully outfitted available in Vermont that he would like to look at. The Board suggested that he take a look at the vehicle as a possible option. There was also some discussion with regard to purchasing drop in sanders versus the use of the Tenco bodies presently in the trucks. Bob was going to check on a couple of other options and continue the discussion with the Board at a later meeting.

Selectman Lewis asked Bob if he could establish a schedule for grading the roads. He felt that if there was a schedule set up it would eliminate a lot of phone calls from residents because they could expect their road to be graded on some regular schedule. Bob said that such a schedule could be subject to change because of weather conditions.

Chairman Reagan asked about the software program for road maintenance that Bob had been looking at. Bob mentioned that a new version of the program had just been released. He planned to purchase a license for the program and continue updating the road data base which would assist with overall planning and maintenance of the roads.

Selectman Lewis asked Bob about projects he had planned. Bob indicated that he was going to continue work on clearing sections of Jerusalem Road and Fernwood Farms Road to improve drainage and open shaded areas up to more sunlight to improve surface conditions. Selectman Lewis noted that it would be helpful to have an overall plan for Roads and a schedule to provide an even higher level of service to residents.

Dave Barney expressed his concern with regard to the lease purchase of equipment vs. the use of reserve funds for equipment purchases. He also asked if the Town would consider plowing the Boat Launch at Goose Pond during the winter months. The Board noted that the boat launch is on State property and should not be plowed by the Town.

### **Canaan Street Lake Bath House-Review of Draft Memorandum of Understanding**

Michael Roy was present representing the Friends of the Canaan Street Bath House (FOCSB). Mr. Roy had prepared a draft of a Memorandum of Understanding (MOU) outlining the responsibilities of both the Town and the FOCSB with regard to the bath house. After Mr. Roy read through the MOU there was a discussion regarding changes to the draft. Selectman Lewis expressed concern that too much responsibility was still being carried by the Town. Michael noted that items 3 and 6 (repairs to the door and siding) listed under Town responsibilities could be removed since they had already been done by the Town. Chairman Reagan asked if item 4 (opening and locking the bath house) could be handled by the FOCSB. Mr. Roy had no objection. Michael offered to make corrections to the draft and distribute to Mr. Roy and the Board for further review.

### **Discussion of inspection report on the Cozy Corner with Recreation Committee**

John Knott and Alonda Kaler were present to request that the Board consider their plan for privately funded improvements to the Cozy Corner Building so the recreation committee could use the building to organize special events and run some limited programs from the facility. John reviewed their submission with the Board detailing what they would like to do with the structure. Selectman Lewis expressed a concern with regard to spending money, private or otherwise to improve a building that eventually would be replaced. He felt that everyone's effort should be directed towards a new structure that would be built at a later date. Selectman Lewis noted that the Elementary School could be used for some of the programs if needed. John mentioned that the use of the Elementary School would cost \$500 for each event. Michael informed John that his cost information was incorrect. Michael had an email from the SAU Business Administrator informing him that any events held at the School during the week before 11PM would be free of charge. The cost for weekend events could be discussed.

Al Posnanski asked about floodplain issues with regard to the location of this or any future building. It was noted that the building had not flooded and that issue would be addressed in any future building.

Selectman Borthwick asked about the types of programs that would be held at the building. John read down a list of program activities the Committee had discussed including holiday programs and youth activities.

Angie Blake wanted to know how the lot would be used if the building was taken down. Selectman Lewis mentioned that it would probably be used for parking.

There was also a brief discussion about contamination on the lot and the status of monitoring efforts. Michael was going to look into the status of the site.

The Board asked Chief Bellion for his thoughts with regard to the condition of the structure. The Chief restated his position that his comments were with respect to the building being used on a limited seasonal basis.

The Board agreed to take the matter under advisement and Chairman Reagan thanked the members of the Recreation Committee present for their efforts.

### **Minutes of September 15, 2009 Meeting**

The Board reviewed the minutes and voted the following: Selectman Lewis moved and Selectman Borthwick seconded the motion to accept the minutes of the September 15, 2009 meeting as written. The Board voted 3-0 in favor of the motion.

### **Budget vs. Actual**

Michael reviewed the Budget vs. Actual worksheet of 9/28/09. He noted that 39 weeks into the budget cycle average balances should be at 25%. They are presently at 36%. Michael noted that given the uncertainty with regard to State funding and other cash flow concerns it would be good to keep budget balances above the average.

The biggest concern with the budget was the Human Services expenses which will most likely be exhausted by next week. The Board will have to transfer funds from some other area of the Budget to cover the balance of Human Services expenses for the rest of 2009. Michael estimates that an additional \$20,000 in funding would be required to cover expenses for Human Services for the remainder of the year.

### **Project Updates**

Michael mentioned that the survey work of the Wastewater Treatment property has been completed and some additional flow data had been submitted to Wright-Pierce so they can complete their modeling for the Groundwater Discharge permit project. Michael is anticipating some initial results on the project in the next few weeks.

Michael informed the Board that he had sent out protective radius easement requests to the abutters within the protective radius of the well site. The State requires us to ask for an easement. If it is not granted, we can get a waiver from the State that will require us to monitor the site more closely.

Michael informed the Board that he had received a request from the State for the Town's DUNS number. The email said that upon receipt of this information, the bridge project could go out to bid. Michael noted that this was inconsistent with information he had received from H.E. Bergeron engineers so he was going to follow up and see where we really are with the bid process.

## **Other Business**

John Bergeron was present with some quotes he had received for replacement columns at the Town Museum. The Board reviewed the quotes with John and after a brief discussion Selectman Borthwick made a motion to purchase the replacement column from the vendor in Weare, NH at a cost of \$1,795.00, with the Town to pay two thirds of the cost and the Historical Society to pay the additional one third as voted in Warrant article 14 at the 2009 Town meeting. The motion was seconded by Selectman Lewis and the Board voted 3-0 in favor of the motion.

There was also some discussion with regard to the additional work that needed to be done on the decking at the museum. Selectman Borthwick suggested that we advertise for bids and also contact some vendors who would be able to do the type of work required for this project. Michael will work with John Bergeron to coordinate that effort.

Michael mentioned that the ad for the property sale had been posted in the paper and the office had already received a number of inquiries regarding the parcels for sale. Sealed bids will be accepted until October 30, 2009. Michael suggested that the Board consider opening the bids at the November 10, 2009 Selectmen's meeting.

Michael read a thank you the Board had received from the Mt. Cardigan Fish and Game Club for the use of Town property during the Town wide yard sale. The letter also contained a request for the use of the facilities on May 8 and September 25 of 2010. Selectman Lewis suggested that the request be forwarded to the Recreation Committee for them to schedule, since it is under their organizational responsibility.

Michael mentioned that he had received a request from a resident to use the Gazebo on October 10, 2009 for a wedding ceremony. It would be a brief service with less than one dozen people present. The Board agreed to the request and asked Michael to send a note requesting the use be limited to the service only and the area be cleaned after the ceremony.

Michael informed the Board that he had received a notice from the Mascoma Valley School District that the 1<sup>st</sup> session of their Town meeting is scheduled for Saturday, January 30, 2010 at 9AM in the Indian River School. After receiving the notice, he immediately contacted Superintendent Tremblay to inform her of the obvious conflict with the 1<sup>st</sup> session of the Towns' meeting, the scheduling of which had been discussed with the SAU Business Administrator on September 2, 2009. Superintendent Tremblay asked Michael to check with the Board at this meeting to see if they would change their meeting time. The members of the Board were dismayed that the SAU had scheduled their meeting for the same time when they were aware of the Boards earlier decision and as such would not reconsider changing the time of the meeting. Michael will contact the Superintendent and inform her of the Boards' decision.

Al Posnanski asked if the Board had come to a decision regarding Transfer Station operations. The Board had not and asked Michael to place the matter on the agenda for the October 13, 2009 meeting.

Al also asked about safety measures at the Transfer Station. Michael mentioned that he had spoken with Tom and first aid kits had been sent to the Transfer Station. Michael said he would check on the status of the fire extinguishers.

Ellie Davis asked if the Town still had a Mechanic. She noticed that the salary line appeared to be significantly under budget. Michael mentioned that the Mechanic had been out on medical leave and was being paid through workers compensation and not the budgeted salary line.

Elwyn Neily suggested that the Board contact Merle Bixby about patching the Library steps. Michael mentioned that Tom already had the materials for the project and was waiting for some dry weather to do the steps.

**Non-Public Session (RSA 91 – A.3-c)**

With no further business before the Board, at 8:50 PM Selectman Borthwick moved, Selectman Lewis seconded and the Board voted 3-0 by roll call vote to go into non public session to discuss advice from legal counsel. At 10:02 PM Selectman Borthwick made a motion to come out of non-public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 10:02 PM Selectman Borthwick made a motion to seal the minutes of the non public session. The motion was seconded by Selectman Lewis and voted 3-0 by roll call vote. At 10:03 PM Selectman Borthwick made a motion to adjourn. The motion was seconded by Selectman Lewis and voted 3-0 by the Board.

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Robert Reagan, Chairman

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Scott Borthwick

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Tim Lewis  
Canaan Board of Selectmen