

Canaan Fire District #2  
Monthly Meeting  
Minutes  
November 16, 2016

1. OPEN MEETING: The November 26, 2016 Canaan Fire District #2 monthly meeting opened at 6:00 P.M. Those present were: Tony Wheeler, Jody Riley, Diana Rancourt (FD#2) Noreen Labrecque (FD#1) April Busfield (Operator) and David Ceppetelli (Tata & Howard).
2. APPROVE MINUTES: On a motion by Jody Riley and seconded by Tony Wheeler, the October 19, 2016 and October 26, 2016 Canaan Fire District #2 monthly meeting minutes were approved.
3. REPORT FROM OPERATOR: Hydrants were drained.
4. NEW BUSINESS:
  - a. Tata & Howard –update on project – Dave gave a summary of the bridge project. Tony Wheeler signed the Monthly Project Report - Final Reimbursement Request and Contractor’s Application for Payment #4. Dave will email the board with information on the easement permit assistance that was not on the last invoice dated May, 2015. All documents will be mailed to the board once approved by USDA. Dave handed the FINAL Submittal Log to the board and will send the Transmittal Sheet by email.
5. OTHER BUSINESS:
  - a. Meeting time and dates: Monthly Meetings will be held the third Wednesday of each month at 6 p.m.
  - b. Sign Warning: Tony and Jody signed the 2017 Warning for the Annual Meeting and Diana will get Greg to sign.
  - c. Budgets: The board will meet on December 21<sup>st</sup> at 6 p.m. to set 2017 budgets. April will contact Weston & Sampson for quote to chemically treat & redevelop well.
6. ADJOURN MEETING: On a motion by Jody Riley and seconded by Tony Wheeler the November 16, 2016 meeting adjourned at 6:35 PM.