

**Canaan Fire District #2
Monthly Meeting
Minutes
December 13, 2017**

1. OPEN MEETING: The December 13, 2017 Canaan Fire District #2 monthly meeting opened at 6:05 p.m. Those present: Tony Wheeler, Gregory Noyes, Jody Riley and Diana Rancourt (FD#2) and April Busfield (Operator) and David Ceppetelli (Tata&Howard).
2. APPROVE MINUTES: On a motion by Tony Wheeler and seconded by Jody Riley, the November 15, 2017 Canaan Fire District #2 meeting minutes were approved.
3. REPORT FROM OPERATOR: April informed the board that she needed to order a check valve for the well house, the cost for a new one is \$750 and the repair kit is \$300 to \$500. The board approved ordering a new one along with a repair kit. Fixing road boxes for McKinnon and Falconer is scheduled for Spring 2018. The board reminded everyone that lockout/tagout procedures must be followed before employees perform any servicing or maintenance work. After some discussion the board approved payment to Belknap Septic LLC.
4. NEW BUSINESS
 - a. Tata & Howard – Dave reported that the East Street Water Main connection was successful. Contractor will complete grading, landscaping, pavement and other contract requirements at this location in the Spring. The #14 Monthly Project Report and Reimbursement Request was reviewed and executed. The total requested for this month \$10,956.25 - Wells Excavating \$8811.25 and Tata Howard \$2145.00. Board reviewed the documents and approved execution. Chairman Tony Wheeler signed.
5. OLD BUSINESS – None
6. OTHER BUSINESS
 - a. Budgets – meeting – The board will meet on January 3, 2018 at 6:00 p.m. to review proposed budgets before the FD#2 Annual Meeting on January 8th.
7. ADJOURN MEETING – On a motion by Tony Wheeler and seconded by Jody Riley the December 13, 2017 meeting adjourned at 6:45 p.m.