

SELECTBOARD MEETING

MINUTES

May 1st , 2023

- I. OPEN MEETING- Chairman Mark Bullard opened the May 1st, 2023, Selectboard meeting at 6:00 PM. Those presents include: Al Buckley, Mark Bullard, Michael Daley, Zachary Brown, Richard Thibeault, and April Busfield joined at 6:10 PM. Members of the public included: Vernon Crawford, Diana Rancourt, Tony Wheeler, Christopher Fletcher, Denis Fuller, and Yvan Belleville.
- II. APPROVAL OF MINUTES- April 17th, 2023- Meeting minutes to the April 17th, 2023 meeting were distributed and reviewed by board members prior to and at the meeting. Mike made a motion to approve the April 17th, 2023, meeting minutes as written, and Al seconded. Chairman Bullard asked if there was any discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.
- III. ADDITIONS/DELETIONS TO AGENDA- No additions or deletions were made to the agenda.
- IV. GENERAL PUBLIC COMMENT –
 - a. Rec Park Committee- Splash Pad- Vern and Diana were in to present the Rec Park's new idea for adding a Splash pad in the Rec Park. Vern reported that the Rec Park Commission had received permission from Fire District 1 to move forward with the project. They seek the support of the Selectboard as well as \$25,000 from ARPA monies. Mark asked what the hours of the splash pad would be and during what months it would be operational. Vern told the selectboard that it would be on as soon as the committee and April thought it could be without freezing and would be shut off in the same fashion. Vern gave an overview of the project and showed the Selectboard an example of a Splash pad and explained their current plan. Mike asked what the total estimate for the project would be. Vern said that as of right now \$32,000, but they are looking into adding an apron around the splash pad made from pavers or stamped concrete that would increase the price. Diana assured the board that the VLCT PACIF would be working with the committee every step of the way to ensure safety and less likelihood of future liability. Al asked Vern who would be supervising the construction and design. Vern said he had been working with Jim Wells who would be doing all the work. Al rephrased his question: Who on the committee will oversee the project? Vern said he trusted Jim Wells but would be the one overseeing the project. The board asked Vern about the run-off. Vern said he had been working closely with April, and the sewer system could take any run-off/draind water the splash pad would have. Mike made a motion to support the splash pad and expend \$25,000 of the ARPA monies to them for the project, which Al seconded. Al commented that this motion was limited to \$25,000. Mike said yes, but it is not restrictive in its nature to prevent the committee from asking for more. Zach added that if the committee did not need the entire \$25,000, it would remain in ARPA. Chairman Bullard called for a vote. The motion passed unanimously in the affirmative. Vern thanked the selectboard on behalf of the Rec Park Committee. Zach presented a letter of support from the Selectboard for the Rec Park committee when applying for grants. The board reviewed it and signed the letter.

SELECTBOARD MEETING

MINUTES

May 1st, 2023

- b. Fire District 2 Prudential Committee- Water Meters- April, Diana, and Tony were in attendance to request \$65,000 in ARPA monies to finish replacing all of the outdated water meters with new ones that can be read electronically with the Neptune system. The project would be completed by a third party, most likely New England Backflow, to ensure that all meters were replaced within a reasonable timeframe. The project would replace approximately 80 meters. April reported that she still could not get a quote yet but has made this estimate based on the prices of the meters and figures from when Fire District 1 replaced theirs. Diana, April, and Zach told the board what a valuable improvement this would be. Mike asked why Fire District 2 needed ARPA money. April said Fire District 2 could only replace a few meters a year due to monetary and personnel constraints. Mike asked Zach how Fire District 2's finances looked. Zach said they are meager and would need substantially more funds for this project. The Selectboard asked April and Diana if Stewartstown could contribute since they have users on the system. April said that although they have users, Canaan still owns the system and receives the billing revenue from those users. Mark asked if the board wanted to wait until April received a quote. Mike and Al didn't find it necessary. Mike made a motion to expend up to \$65,000 to Fire District 2 to pay for the water meter project; Al seconded this motion. April said the \$65,000 is most likely on the high side, but she would instead request more money and not need it than request less and need more. Chairman Bullard called for a vote. The motion passed unanimously in the affirmative.
- c. CNC Use of Facilities Application- Flea Market 05/27/2023- Zach presented a use of facilities application from Canaan Naturally Connected and asked Diana if she would like to present it. Diana stated that CNC, in collaboration with the Rec Park committee, is hosting a Flea Market and would like to use Fletcher Park. Mike made a motion to approve the application, and Al seconded this motion. Chairman Bullard called for discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.
- d. Morgan Wade - NEK Broadband Representatives- Morgan was in to update the Selectboard about the happening of NEK Broadband. She reported that they had been working hard to reach their goal, but it was progressing slowly. With a lack of workforce and a need for parts, it has been relatively slow, but NEK broadband is gaining. Morgan was also seeking reappointment for herself and Frank Sawicki to be Canaan's representatives to NEK Broadband. Al made a motion to renominate Morgan as the primary representative and Frank as the alternate; Mike seconded this motion. Chairman Bullard called for discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Zach will print off the reappointment form and have Mark sign it.
- e. Yvan Belleville- Judd Road- Yvan Belleville requested that the remaining 400–500-foot section of Judd Road leading to his house be reclassified from a Class 4 road to a Class 3 road. He has put in a lot of work over the years to maintain the road and will continue to do so. He deems it in a condition that meets the class 3 requirements. Al asked the

SELECTBOARD MEETING

MINUTES

May 1st, 2023

board if they thought a bigger issue would arise from reclassifying Yvan's portion. He fears that more people will come in expecting the same. Mark and Mike disagreed and said it is on a case-by-case basis. Mike made a motion to reclassify the final portion of Judd Road, leading to Yvan's house, to a Class 3 road, pending approval and any requirements that the Agency of Transportation has; Al seconded this motion. Richard told Zach that this information could be found in the Orange VTrans Book.

- f. Denis Fuller- Cemetery Commission- Denis Fuller was in to let the Selectboard know what the Cemetery Commission was planning to do this summer. Al and Denis reported that the Village Cemetery was given a \$500 donation for any needed expenses. The donator, however, added that before passing, her mother wanted a more permanent sign at the cemetery. Al and Denis stated they would like to keep the current sign but have it supported with granite posts and metal work on the top. Al said they also wish to have solar lights to light the sign. The Selectboard thought it would be a good idea and offered any help the Town could give to help put it up. Al added that they would move the current signposts down to the South Canaan Cemetery.
- g. Denis Fuller- Historical Society- Denis also asked the Selectboard if they would allow the Town to continue to handle the Historical Society's payroll. Denis stated that in the past, the Town has because the Historical Society was not a 501 (c)(3), and the Town became the fiscal sponsor for all their grants. The Selectboard asked Zach if he was all set with this. Zach said he was and would be happy to continue. The Selectboard approved Denis' request.

V. REPORT FROM HIGHWAY –

- a. Stump Dump Clean-Up- Richard reported that he had burned the stump dump pile last week. He said there was still some debris in the stump dump yard that would not burn and asked if he could hire Cunningham Logging to push the remainder over the bank as they have done in years past. The Selectboard saw no issue in doing this and told Richard to go ahead and do it.
- b. Richard reported that Northern Tire had replaced the grader tires. They honored their original quote of \$5000. However, that quote never took into consideration disposal. Richard said he had Northern Tire dispose of three of the four replaced tires for an additional \$300. He kept one tire in case of an emergency.
- c. Richard reported that he had been doing light grading and that Kemp Hill and Fund Road were holding up nicely with their repairs.
- d. Richard reported that Hudson Road was holding up nicely for the time of year, proving the gates are working. Mike asked about Old County Road. Richard said it is pretty bad and will need serious repairs. Typically, the landowners on the road do repairs as it is a Class 4 road. Mike would like to see this road restored as it is an alternative route off from Canaan Hill if anything ever happens to Canaan Hill Road. He will investigate the possibility of grant money.

SELECTBOARD MEETING

MINUTES

May 1st , 2023

- e. Richard reported that he and Brian cleaned up the lawn around the town office two weeks ago.

VI. REPORT FROM WASTEWATER TREATMENT PLANT –

- a. LED Light Rebates- Zach and April reported that the LED light rebate from Efficiency Vermont had been approved. Zach said that the total estimate for the project was \$1,048 and that Efficiency Vermont would be giving a rebate of \$768. April and Zach will work with Rodney Smith in the coming weeks to change these lights.
- b. Telemetry Antenna on Hall Stream Road- April reported that she was still waiting on parts, and nothing new had changed with the antenna.
- c. Zach added that Jim Reynolds would like to be paid \$17.00 per hour for the work he will be doing on the floors at the Treatment Plant and around the Town Office. The Selectboard saw no issue with this and accepted his proposal.

VII. SOLID WASTE –

- a. HHW Event- May 5-6, 2023- Zach told the board that the first HHW event was to be held this Friday and Saturday. He also asked, on behalf of Brian, if Brian would continue to be paid overtime for these events or if he should take time off during the week. The board saw no issue with the overtime and granted it.
- b. The board discussed the C&D container and if it was breaking even. Zach will analyze the expenditures and revenues for 2022 and have those figures ready for the Selectboard's review at the next meeting.

VIII. NEW BUSINESS –

- a. Town Mowing Bids- Open Bids- Mark Bullard opened the mowing bids at 6:45 PM. Three bids were submitted: No Sweatt Mowing- \$34,860 for weekly mowing or \$23,904 for biweekly mowing, Chris Fletcher LLC \$20,140.00 for biweekly and weekly mowing, and Yetti Yard Man for \$17,760.00. The Selectboard all reviewed the bids and discussed them at great length. The Selectboard based the bid selection on the quality of work and overall price. Mike made a motion to accept the bid from Yetti Yard Man; Al seconded this motion. Chairman Bullard called for discussion. More discussion on the three bids occurred. Chairman Bullard called for a vote. The motion passed unanimously in the affirmative. The board thanked Chris Fletcher for his bid. Zach will contact Jason Rella, owner of Yetti Yard Man, to let him know he received the bid.
- b. Local Emergency Management Plan 2023- Zach distributed the updated LEMP for 2023. He noted that the only changes were dates, positions, and contact information. Zach told Mike that he would contact other town clerks and NVDA to get a better handle on

SELECTBOARD MEETING

MINUTES

May 1st, 2023

what the emergency management coordinator was responsible for. Mike made a motion to approve the LEMP; Al seconded this motion. Chairman Bullard called for discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Chairman Bullard signed and executed the adoption form.

- c. Tax Sales- June 6th, 2023- Zach reported that three tax sales would occur on June 6th, 2023, here at the Town Office, with the first starting at 9:30 AM.
 - d. VMCTA Clerk Training – 04/27/2023- Zach reported that training went well and that he learned a lot.
- IX. OLD BUSINESS – No action/discussion was taken.
- X. OTHER BUSINESS – No action/discussion was taken.
- XI. EXECUTIVE SESSION – No action/discussion was taken.
- XII. SORT MAIL/SIGN WARRANT – Warrant 09-23 for \$72,110.98 was signed and executed by the board.
- XIII. ADJOURN MEETING- Mike motioned for the meeting to be adjourned, and Al seconded. Chairman Bullard called for a vote. The motion passed unanimously in the affirmative. Chairman Bullard adjourned the meeting at 7:50 PM.