

SELECTBOARD MEETING

MINUTES

May 28, 2024

- I. OPEN MEETING – Chairman Daley called the May 28, 2024, Selectboard meeting to order at 6:00 P.M. Those present include Michael Daley, Alfred Buckley, Mark Bullard, Richard Thibeault, and April Busfield.
- II. APPROVAL OF MINUTES – May 13, 2024, Meeting Minutes—The May 13, 2024, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve the May 13, 2024, meeting minutes as written, and Mark seconded. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.
- III. ADDITIONS/DELETIONS TO AGENDA – *Zach was unable to make the meeting. He sent a memorandum/note to the selectboard for their review before and during the meeting. Please reference the attached memo for information presented to the board.* Discussion was had on the additions that Zach had presented. No further additions nor deletions were made at the meeting.
- IV. GENERAL PUBLIC COMMENT – No action or discussion taken, as
- V. REPORT FROM HIGHWAY –
 - a. 2016 F550 Bids – No bids were received by the deadline. Zach will repost the notice and set the date for one month out.
 - b. Public Works Position – Both potential candidates for the position did not accept the job offer. April, Richard and Zach will work together to get a new ad in the paper for the position. The board will continue to recruit for the position and brainstorm ideas as to what can be done if no one applies.
 - c. Annual Ride Around – Discussion was had but no action was taken.
 - d. 2024 Plow Tuck Update – The truck is at HP Fairfield and is ready to be outfitted with the plow and other accessories. No action was taken.
 - e. Highway Management Plan – Discussion was had but no action was taken.
 - f. Paving – Paving on River Road will begin in June. No action was taken.
- VI. REPORT FROM WASTEWATER TREATMENT PLANT –
 - a. Public Works Position – See the discussion and action under the highway agenda item under the same name.
 - b. Flushing Hydrant between Treatment Plant and Transfer Station – April reported that the hydrant was leaking and needed to be replaced. Discussion and action for this item will take place at the next joint sewer commissioners meeting in July.
- VII. SOLID WASTE –
 - a. NRRRA Hazardous Waste Update – April gave an update on the work herself, Kevin, and Zach had done regarding this year's events.
 - b. Coos County Recycling Center Contract Renewal – The board reviewed the agreement. Discussion was had. Mark made a motion to accept and approve the contract as presented. Al seconded this motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. The contract was signed and will be sent to the Coos County Commissioners for their signature.

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VIII. NEW BUSINESS –

- a. ATV Trail Opening – The board discussed the trail opening. They would like to have a meeting with the ATV club prior to the trails opening up next year. No action was taken.
- b. Patriot Hydro Drawdown of the Canaan/Stewartstown Dam – July 10-26, 2024 – Information only, no action or discussion was taken.
- c. Cemetery Fence – South Canaan Cemetery – A lengthy discussion was had on this matter. No action was taken.
- d. E911 Mapping Update –
 - i. New Road Creation – The board reviewed the information Zach provided to them. The board discussed the situation at length. Mark made a motion to name the new private drive Bunnell Brook Private Drive. Al seconded this motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.
- e. Canaan Revolving Loan Committee – Discussion only. No action was taken.
- f. Tax Sales – June 18, 2024, at 10:00 A.M. – Al will be present for these proceedings. No action taken.
- g. Fletcher Park Fountain—No board discussion or action.
- h. Town Officer Appointments 2024 –
 - i. Rec Park – Alfred Buckley and April Busfield for 2 Year Terms – Mark made a motion to approve these appointments. Mike seconded the motion. Furthermore, Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. The board signed the appointment certificates.
 - ii. Vacancies – Zoning and Planning 2-year Terms x 3 – No action taken.
- i. Lister Vacancy – No action was taken, as no applications have been received so far.

IX. OLD BUSINESS –

- a. Junky Yard Letters – Letters were sent out on May 16th. No action was taken.

X. EXECUTIVE SESSION – No action nor discussion was taken.

XI. SORT MAIL/SIGN WARRANT – Warrant 11-24 for \$64,640.38 was signed and executed by the board.

- a. Anonymous Letter – Junky Yard Violation Complaint – The matter has already been handled.

XII. ADJOURN MEETING- Al motioned for the meeting to be adjourned, and Mark seconded. Chairman Daley asked for further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Chairman Daley adjourned the May 28, 2024, meeting at 7:21 P.M.

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I. OPEN MEETING –

II. APPROVAL OF MINUTES- May 13, 2024, Meeting Minutes –

III. ADDITIONS/DELETIONS TO AGENDA –

- a. Pre-Construction Meeting for the VT RTE 114 Paving Project - There will be a virtual pre-construction meeting June 11, 2024, at 11:00 A.M. If you would like the link, please let me know. They start in Norton and continue down VT RTE 114 to the bridge. They also be paving VT RTE 141 and VT RTE 253. Money has been placed in the budget to replace the manhole covers and risers for the locations along the route.
- b. 2024 Grand List Abstract – The 2024 Grand List Abstract was lodged two weeks ago. The listers have scheduled grievance hearings for May 30, 2024 at 5:00 P.M. If anyone asks you about them either direct them to the listers email, canaanlisters@gmail.com or me.

IV. GENERAL PUBLIC COMMENT –

V. REPORT FROM HIGHWAY –

- a. 2016 F550 Bids – No bids have come in as of yet. Check the overnight deposit box just to make sure no one dropped any off between when I left at 5:00 and now.
- b. Public Works Position – Colby Rodrigue sent me a text this morning saying he was not accepting the job offer. April and Richard will present an application that was received on Friday for the position. Please advise April, Richard, and me on how to proceed from here.
- c. Annual Ride Around – I didn't know if you wanted to do a recap during a formal meeting on what was discussed on the ride around.
- d. 2024 Plow Truck Update – *Richard*
- e. Highway Management Plan – Kevin McKinnon offered to work with Richard on creating a five- or ten-year management/maintenance plan for all town-maintained highways. He said he doesn't care either way but has done them in the past for Colebrook and it has worked well to keep everything on track and helps during budgeting season. The plan would lay out what roads needed what and would be updated as needed.

VI. REPORT FROM WASTEWATER TREATMENT PLANT – *April*

- a. Public Works Position – *April*

VII. SOLID WASTE –

- a. NRRA Hazardous Waste Update – April, Kevin, and I called NRRA two weeks ago. We had a good conversation with Brian Patenaude, who was flabbergasted at the amount we had to pay for our HHW events last year. He is working on a plan to get us included in their program. He is not sure if their hauler is licensed in Vermont but would figure that out for us. An alternative and maybe better route for everyone was to have a regional HHW collection event, which would be centrally located, and the cost would be split

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between all towns. Kevin's thought would be to have it at the Coos County Recycling center and have any town in the area participate. It would greatly reduce the costs for all towns.

- b. Coos County Recycling Center Contract Renewal – The annual agreement with the Coos County Recycling Center is expiring. Attached you will find the new agreement. This needs to be voted on and signed by a majority of the selectboard members. If a member does not agree to it, they do not need to sign it. It just needs to be signed by at least two of you.

VIII. NEW BUSINESS –

- a. ATV Trail Opening – The ATV trails opened this weekend. It looks like they were able to get their MOA to go from the bottom of Christian Hill to the American Legion. John Hull and Donald Couture were in to tell me on Thursday of last week. I told them in years past the board appreciated them coming in at the beginning and end of the season. They seemed to be turned off by that idea, but I believe would be willing if someone asked. John's, the president of the club, number is 802-371-7301.
- b. Patriot Hydro Drawdown of the Canaan/Stewartstown Dam – July 10-26, 2024 – The dam company has reached out to notify the board that they plan to draw down the dam between July 10 and July 26. According to a new NH RSA they have to be placed on the agenda of a board meeting for each town where they reside. This is routine and has been done every year around this time for quite a while.
- c. Cemetery Fence – South Canaan Cemetery – Diana asked me to place this on the agenda. She does not feel comfortable applying for a grant until the board has all discussed this idea and has come to some sort of agreement.
- d. E911 Mapping Update –
 - i. New Road Creation – Every year as E911 Coordinator the town clerk has to review the E911 maps that are created by Vermont E911. I had several edits last year and so it took them a while to go through them all. Last week the district representative reached out to me with his findings. Most of them match mine, except for this one. On Fund Road there is an off shoot that leads to three separate structures. Since these three structures are all owned by separate individuals, a new private road needs to be made. In the attached packet I have included a map of the existing road and the structures addresses and have labeled where E911 would like to lay out the new road. The road exists now, and all the town would need to do is provide a street sign for it. Bunnell Brook runs through these properties so I was thinking it could be called Bunnell Brook Private Drive or Road. But it is up to the board. A motion would need to be made to name this new road. This has nothing to do with VTrans and would not make the Town liable for the maintenance of the road, just the street sign. Once this decision is made I will work with E911 to let the property owners know and order the sign.

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- e. Canaan Revolving Loan Committee – Gloria Jackson was happy with the loan documents and I was able to close this loan, last Tuesday.
- f. Tax Sales – June 18, 2024, at 10:00 A.M. – As a reminder tax sale are coming up in a few weeks. It would be great to have a board member present while they are being conducted. Typically, a board member is present along with our attorney, Dencie, and me. If anyone has questions regarding the tax sales, direct them to me. I am taking on those responsibilities, as the attorney is structuring things a bit differently than in years past and I am more willing to adjust to the changes than Dencie is. The biggest change is that money towards the properties comes to me and then I disperse it as necessary. In years past, all payments were sent directly to the attorney.
- g. Fletcher Park Fountain – I am working with Norm to purchase a new fountain pump. Once it comes in Norm, will continue the maintenance for the fountain.
- h. Town Officer Appointments – The below appointments need to be formalized tonight with a motion and also by signing the appointment sheets. I have emailed everything to Tim Gray about the fill-in zoning administrator position.
 - i. Rec Park – Alfred Buckley and April Busfield for 2 Year Terms –
 - ii. Vacancies – Zoning and Planning 2-year Terms x3 –
- i. Lister Vacancy – No applications have been received. Please advise me on how you would like to continue. I can try and push this back out into the public via the News and Sentinel and Facebook.

IX. OLD BUSINESS –

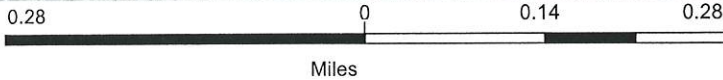
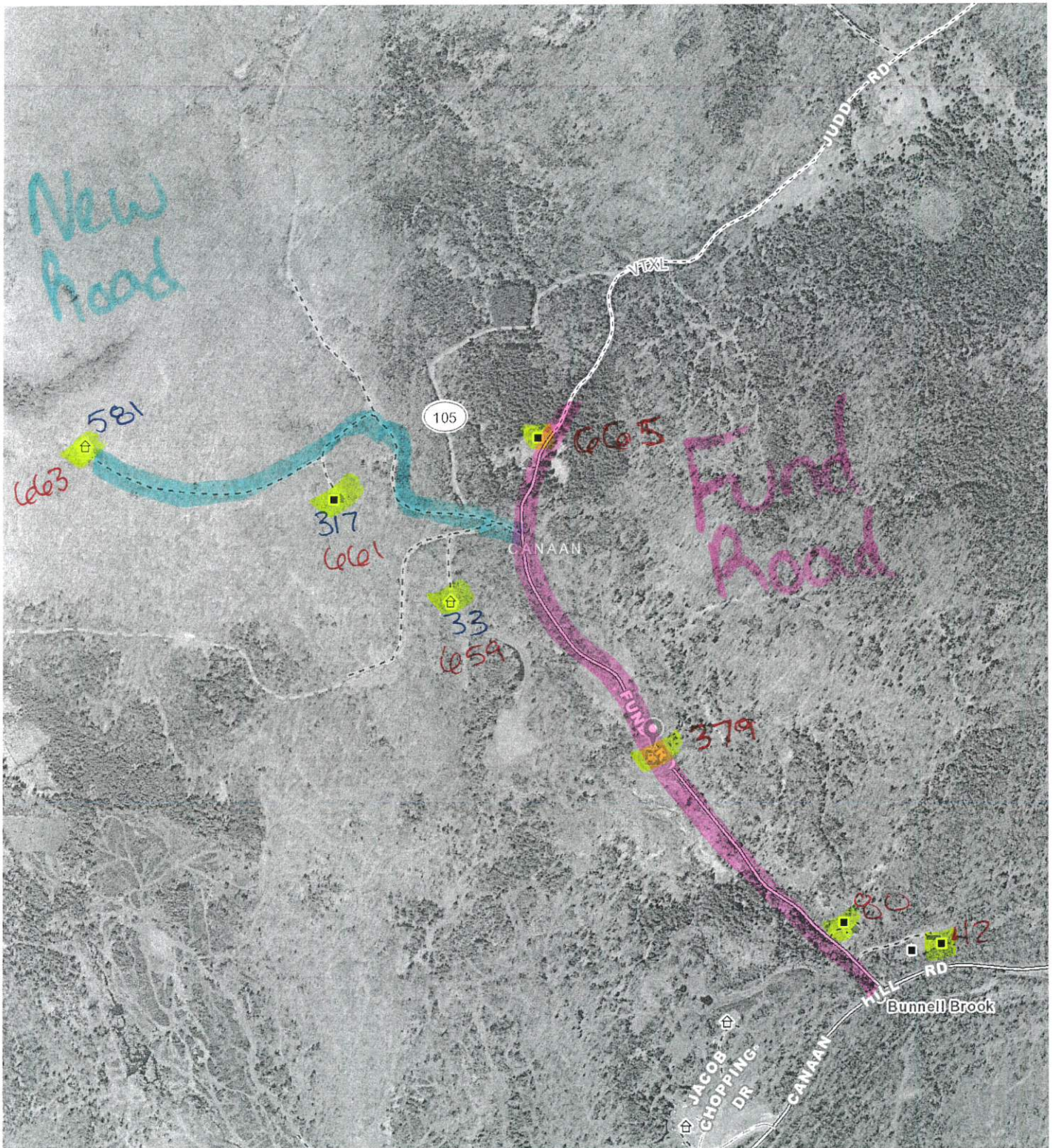
- a. Junky Yard Letters – Letters were sent out to the addresses that you asked me to send them too. The formal letters gave the property owners until June 17th to meet with you all or to get their properties back in compliance.


X. EXECUTIVE SESSION –

XI. SORT MAIL/SIGN WARRANT –

- a. Anonymous Letter – Junky Yard Violation Complaint – Another email was sent to my email addressed to the board. I did not print it out because I didn't feel like wasting more paper when you have already seen to the complaint.

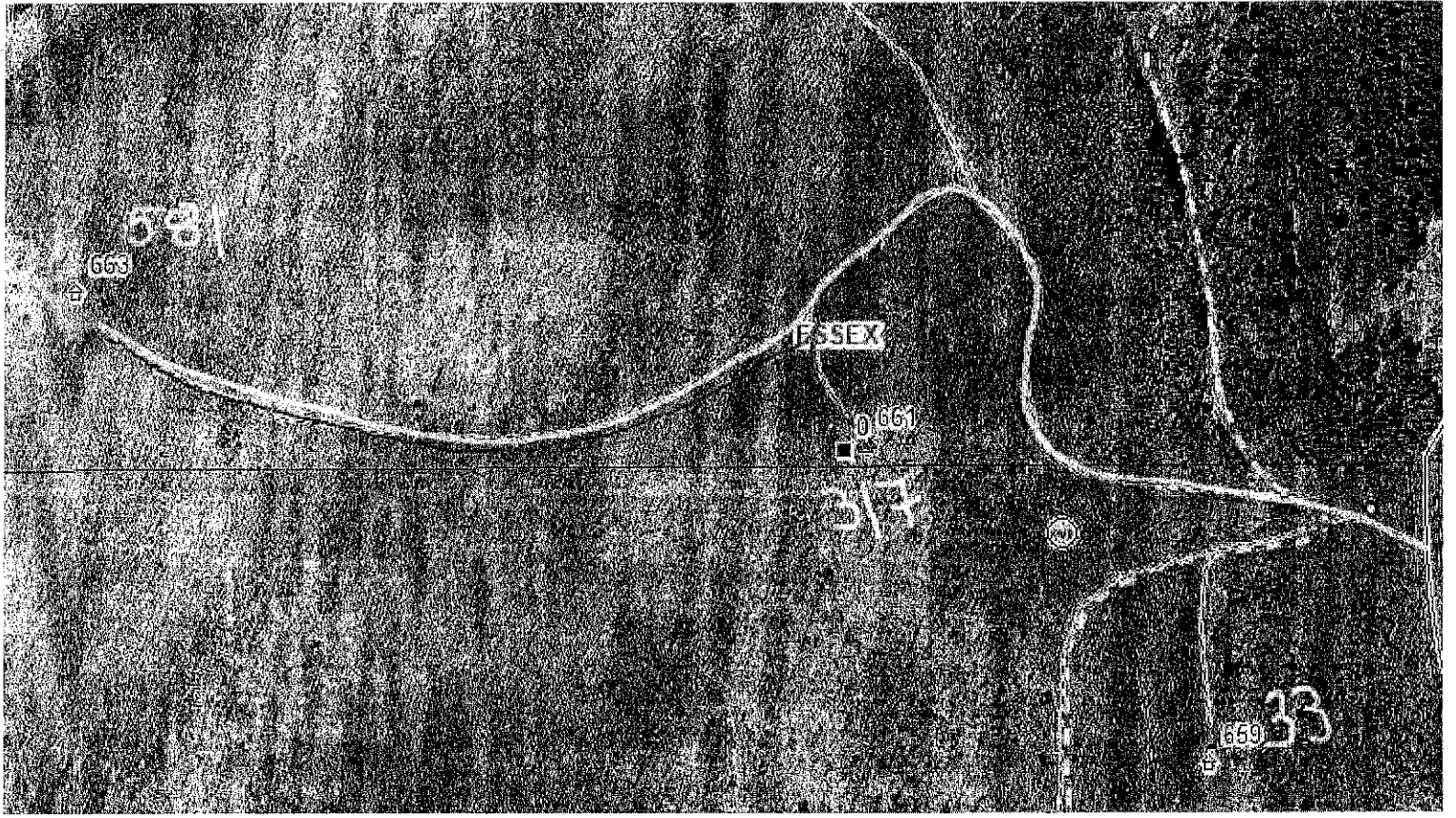
XII. ADJOURN MEETING –



May 21, 2024 



DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. E911 and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.



Owner	Old Address	New Address
Robert Couture	42 Fund Road	-
Wayne & Louise Washburn	80 Fund Road	-
Carol & Eugene Hitchcock	379 Fund Road	-
Tom & Jane Frizzell	659 Fund Road	33 _____
Fred Cunningham	661 Fund Road	317 _____
Jonathan Bolens	663 Fund Road	581 _____
Tom & Donna Collins	665 Fund Road	-

Potential Names.

- Bunnell Brook PVT Road