

SELECTBOARD MEETING

MINUTES

December 23, 2024

- I. OPEN MEETING— Chairman Daley called the December 23, 2024 at 6:00 P.M. Those present included Michael Daley, Alfred Buckley, Mark Bullard, and Zachary Brown. Peder Rude and Ryan Edwards consultants for the Alice Ward Carriage House Project attended via Zoom. No member of the public joined in person.
- II. APPROVAL OF MINUTES – December 9, 2024, meeting minutes were distributed and reviewed by board members before and at the meeting. Mark made a motion to approve the December 9, 2024, meeting minutes as written, and Al 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 made one addition to the agenda which was an appropriation request from the Canaan Historical Society. All board members were happy to address it immediately. No other additions nor deletions were made.
 - a. Canaan Historical Society Request – Zach stated that the Canaan Historical Society has requested that the Selectboard add them to the appropriations list for the 2025 town meeting. The Canaan historical society is requesting \$2,000 for emergency storage. They are requesting to receive these funds without getting the requisite signatures. The board discussed the request but believed they should get 35 signatures just like any other organization.
- IV. GENERAL PUBLIC COMMENT –
 - a. Alice Ward Library Trustees and Consultants – Carriage House Project Contract – Peder and Ryan discussed the updates to the ongoing project. The next step is for Ryan to finalize the plans for the project and get the designs sent to potential contractors. The board reviewed the contract. Mark made a motion to approve a contract between the Town and R. Edwards and Co. as written. Al seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Chairman Daley signed the contract.
- V. REPORT FROM HIGHWAY –
 - a. Repairs from Hurricane Beryl/FEMA Work- Zach and Richard have been hard at work managing the FEMA paperwork to get the most money for the town as possible. Zach gave a brief overview of the FEMA work thus far and where the town stood.
 - i. Guardrails– Zach and Richard told the board that the guardrails on Canaan Hill have been installed. This was the final unfinished project from the July 2024 flooding.
 - b. Plowing – A brief conversation was had about plowing so far this year.
- VI. REPORT FROM WASTEWATER TREATMENT PLANT –
 - a. Joint Sewer Commissioners Meeting – January 14, 2025 – Canaan Town Office – Annual Budget Meeting – Information only. Zach stated that this is where the board will approve the sewer budget for the year.
- VII. SOLID WASTE – Zach stated David Begin may be interested in collecting glass at the transfer station. David said he would like to come into the next meeting. Zach stated that this may be the inexpensive answer they were looking for.

SELECTBOARD MEETING

MINUTES

December 23, 2024

VIII. NEW BUSINESS –

- a. ARPA Money – Zach distributed the final ARPA report for the selectboard to review. He stated that the Town had about \$4,500 to spend and that the report contained a list of purchases between the Town Office, Sewer, and Highway that would spend the fund. The board reviewed the report in its entirety. Mark made a motion to approve the purchases listed on the report (attached). 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. Zach will work with all department heads to get these projects moving.
- b. Letter of Support Fire Fighter Appreciation Day Grant – Zach distributed a letter of support drafted by Diana Rancourt. The Rec Park in conjunction with many other organizations will be hosting an appreciation day event for local fire fighters and first responders. Diana is applying for several grants to fund this project and is looking for the selectboard's support. The board reviewed the letter. Mark made a motion to approve the letter as written. Al seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. All board members signed the letter.
- c. 2025 Meeting Schedules – Zach distributed the board's meeting schedules for 2025. He quickly reviewed them with the board. No changes were made and the schedules were approved through general consensus.
- d. 45th Parallel EMS Budget FY 25 – Zach distributed a report and the budget for the EMS. Zach stated that he had asked the 45th for this after the last board meeting. Rebecca Knapp was kind enough to get it to him quickly. The board reviewed the changes. Mike stated that he will reach out to Robert Couture, our representative on the 45th's board to see if he can come into selectboard meetings more often.
- e. Essex County Budget FY 25 – Zach distributed the budget for the county to the board members. The board members reviewed the budget at great length and came up with a few questions that they wish to be answered by the county.
- f. Mowing 2025 – The board discussed the future of mowing minimally. The board did agree however, to stop having the mowing bills for the Rec Park flow through the Canaan Community Park fund when the general fund eventually pays for them.
- g. 2025 Budgeting – The board will continue to work through the budgets.
- h. Tree Maintenance Grant – The board will call Vernon Crawford into the next meeting to discuss his concerns with the grant.
- i. Connecting the North Country & NEK – Winter workgroup gathering – January 9, 2025 – Information only.
- j. Ethics Ordinance – Zach told the board that as of January 1, 2025 all towns had to comply with the universal ethics rules that the State has passed. Each town is required to complete training and have an ethics ordinance. Zach distributed a sample ordinance that will be ready to be voted on at the next meeting. All board members reviewed the ordinance.
- k. Christmas Tree in the Park – Zach stated that he and Mike have discussed the idea of having a live Christmas tree in Fletcher Park. They both would like to ask local tree farmers for donations of the tree and also of the general upkeep of it every year. The other board members were happy with the idea.
- l. Town Plan Public Hearing – January 13, 2025 at 6:00 P.M. – Information only.

SELECTBOARD MEETING

MINUTES

December 23, 2024

- m. Town Officer Appointments 2024 – No new appointments were made. Zach stated that the following positions were still available: zoning/planning commission (three-two-year positions.)
- n. Lister Vacancy – No discussion or action.

IX. OLD BUSINESS – No discussion or action.

X. EXECUTIVE SESSION – No action was taken.

XI. SORT MAIL/SIGN WARRANT—The board signed and executed Warrant 26-24 for \$164,816.26.

XII. ADJOURN MEETING—Al motioned for the meeting to be adjourned, 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. Chairman Daley adjourned the December 23, 2024, meeting at 7:07 P.M.

ARPA Fund Balance

As of 12/31/2024

ARPA Awarded Amounts

APRA 08/09/2021	\$	48,208.71
ARPA 09/03/2021	\$	90,355.75
ARPA 08/25/2022	\$	48,208.71
ARPA 10/18/2022	\$	90,355.74
APRA 12/27/2022	\$	64.91
Overage from 2021	\$	0.50
Total ARPA Awards	\$	277,194.32
ARPA Account Interest	\$	5,191.42
Total ARPA Revenues	\$	282,385.74

Monies and Projects Completed

Fire District 2 Generator Project	\$	(14,376.42)	14376.42	\$	-
Town Office Generator Project	\$	(8,571.78)	8571.78	\$	-
Fire District 1 Waterline Replacement Project	\$	(49,396.42)	49396.42	\$	-
Class IV Highway Repairs	\$	(15,000.00)	15000	\$	-
Canaan Hill Ditching Project	\$	(5,000.00)	5000	\$	-
Rec Park Splash Pad	\$	(13,960.63)	13960.63	\$	-
FD 2 Meter Install	\$	(75,313.99)	75313.99	\$	-
Fire District 1 Fire Hydrant Replacement	\$	(5,620.28)	5620.28	\$	-
Town Office Parking Lot Restriping	\$	(630.00)	630	\$	-
Town Office Laptop	\$	(1,700.39)	1700.39	\$	-
Sewer Department Laptop	\$	(1,700.39)	1700.39	\$	-
AWL Carriage House Engineering	\$	(15,000.00)	15000	\$	-
South Canaan Cemetery Fence Replacement	\$	(10,000.00)	10000	\$	-
Town Garage Roof Repair + Lighting	\$	(11,644.27)	11644.27	\$	-
Local Match for Hazard Plan	\$	(1,258.81)	1258.81	\$	-
Speed Limit Signs	\$	(12,760.00)	12760	\$	-
Hybrid Meeting Equipment	\$	(1,405.88)	1405.88	\$	-
Sewer, FD1, and FD2 Inventory (Additional Supplies 2500)	\$	(12,475.71)	12475.71	\$	-
School/Emergency Shelter Generator Repair	\$	(5,781.57)	5781.57	\$	-
Plat/Map Scanner (Additional Ink and Paper 530)	\$	(4,896.96)	4896.96	\$	-
Rec Park Tree Trimming	\$	(600.00)	600	\$	-
Air Compressor + Hose	\$	(618.98)	618.98	\$	-
Oxygen and Acetylene Tanks + Torch Kit	\$	(923.26)	923.26	\$	-
Total Completed Projects	\$	(268,635.74)			

Encumbered Monies and Projects

Rec Park Pickle Ball & Shuffle Board	\$	(5,850.00)
Rec Park Road Repair	\$	(900.00)
Town Office Floor Replacement	\$	(7,000.00)
Total Encumbered Monies and Projects	\$	(13,750.00)

Total Encumbered and Spent Monies **\$ (282,385.74)**

Total ARPA Revenues
Total ARPA Expenses
Fund Balance

\$ 282,385.74
\$ (282,385.74)
\$ -