

Canaan Fire District #2

Annual Meeting Minutes

January 12, 2026

The Canaan Fire District #2 Annual Meeting was opened by Moderator Morgan Wade at 5:40 p.m. Those present: Tony Wheeler, Jody Riley, Levis Boutin, Diana Rancourt (Prudential Committee Members) and John Kennedy. Other attendees: Zachary Brown, Jeffrey Richards, Noreen Labrecque, Alfred Buckley, Odette Crawford and Jeremy Labrecque (non-voting). April Busfield joined via Zoom (non-voting).

Moderator Wade read through the Warning as follows:

The Legal voters of the Canaan Fire District #2 are hereby warned and notified to meet at the Canaan Community Office Building in said Town on Monday, January 12, 2026 at 5:30 p.m. for the annual meeting of the District to transact the following business:

Moderator Wade read each Article and the assembly voted after each was read.

- 1. To elect the following officers of Canaan Fire District No. 2: Clerk, Treasurer, Collector of Taxes, One Member of the Prudential Committee, to serve until the second Monday of January 2029.**

Moderator Wade asked for nominations.

Jody Riley nominated John Kennedy for Clerk and Treasurer. This was seconded by Tony Wheeler.

Jody Riley nominated Zachary Brown for Collector of Taxes. This was seconded by Levis Boutin.

Jody Riley nominated Levis Boutin for One Member of the Prudential Committee, to serve until the second Monday of January 2029. This was seconded by Tony Wheeler.

No other nominations were offered. Nominations were approved by all present. Nominations carried in the affirmative.

- 2. To see if the Canaan Fire District No. 2 will authorize the Prudential Committee to borrow monies for emergency capital expenses and increase the usage rates to cover said cost, if need be.**

Motion was made by Jody Riley and seconded by Levis Boutin to open discussion on the Article.

No discussion took place.

Moderator called for a vote. Article 2 passed in the affirmative.

- 3. To see if the Canaan Fire District No. 2 will raise and appropriate the sum no less than \$3,650 annually for deposit into the Capital Reserve Fund, in accordance with 24 V.S.A. § 2840(a).**

Motion was made by Jody Riley and seconded by Tony Wheeler to open discussion on Article 3.

No discussion took place.

Moderator called for a vote. Article 3 passed in the affirmative.

- 4. To see if the Canaan Fire District No. 2 will vote to accept the proposed budget with revisions, if any, for the ensuing year.**

Motion was made by Jody Riley and seconded by Tony Wheeler to open discussion on Article 4.

Odette Crawford asked if she could ask questions even though she was from the Fire District No. 1 and the board agreed and there were no objections.

1. Odette commented that it was a good job on budget, less than 1%
2. Odette commented the bottom lines don't match, \$93,450 and \$93,500. Notes below #5.
3. Odette's biggest question was why there's a big discrepancy between the budgeted amount, line number 1502, 82,000, and then what you actually received was \$68,000. That is almost \$13,500, are those delinquents or is that a change of use? Is somebody not using water anymore. That's 16% of what you had budgeted didn't come in. Zach confirmed that there are delinquents and discrepancies with rates that we've been finding out slowly because every year it is the same thing. Zach commented that less revenue coming in and we are trying to figure out way. Diana commented that we've contracted with RCAP Solutions and they will come in to look at the rates. Zach commented that they can tell us exactly what the issue is so that we are not having this budget shortfall every year. Diana commented that we have a Zoom meeting tonight to discuss this issue with RCAP.
4. Noreen Labrecque asked if she could speak and the board agreed and there were no objections. She commented that sometimes your actual expenditures don't match your actual revenues. If you look at the 2025 numbers, there is a difference.
5. Odette asked whether the district had to take a loan from the Capital Reserve Fund to make it through the year and whether this contributed to the current financial challenges. Zach explained that the prior year's budget ended with a deficit, and the district budgeted \$7,000 this year to help cover that shortfall while still trying to keep water rates as low as possible. He noted that, at times, the district does need to borrow from the Capital Reserve Fund to bridge gaps when revenues fall short.
6. Odette asked what the we have in Capital Reserve and Diana answered \$14,957.
7. Odette also commented that #2 on the warning should be two separate questions.

No other discussion took place.

Motion was passed in the affirmative.

No other discussion took place.

Moderator called for a vote. Article 4 passed in the affirmative.

5. To transact any other business which legally may come before this meeting.

Tony Wheeler made a motion to open discussion. This was seconded by Jody Riley.

No discussion took place.

Motion was made by Jody Riley and seconded by Tony Wheeler to adjourn the meeting.

Moderator Wade adjourned the January 12, 2026 Canaan Fire District No.2 Annual Meeting at 5:50 PM.

Submitted by: Diana Rancourt Date: 1/26/26

Approved by: [Signature] Date: 2/2/2026