

SELECTBOARD MEETING

MINUTES

January 11, 2021

- I. OPEN MEETING – The January 11, 2021 Selectboard meeting was opened by Chairman Frank Sawicki, Jr. at 5:58PM. Those present: Frank Sawicki, Jr., Gregory Noyes, Haven Haynes, Jr., Noreen Labrecque, Karen Conroy, Alfred Buckley, and Dana Masson (via Zoom).
- II. APPROVAL OF MINUTES – Motion was made by Haven and seconded by Gregory to approve the December 28, 2020 Selectboard meeting minutes. Motion passed unanimously as written.
- III. ADDITIONS/DELETIONS TO AGENDA – no action
- IV. GENERAL PUBLIC COMMENTS –
 1. Karen Conroy (ENSU Superintendent) was in to give the board an update on Canaan School activities. Gregory Noyes asked what the school is doing about food scraps. She answered they are not collecting food scraps and she is not aware of any schools that are. She said that they abide by the recycling in town and they have their own dumpster for most of their waste. They do take advantage of the HHW Event that the Town offers. She said that they do work solid waste and recycling education into their school programs.

The next subject discussed was the Town Meeting this year. The Town Clerk, Selectboard and Karen felt that holding an Informational Meeting via ZOOM and having all elections done by Australian Ballot would work best for Canaan.

Karen said that the school budget is not looking great for the Canaan Taxpayer. Some of the factors are the declining student enrollment, a lower CLA, and the State projecting a 1.6% increase in their rate. They are projecting a 26-cent increase. The school board has level funded the operational budget this year, but the addition of the \$1,000,000 bond payment makes the budget look higher.

The Consolidation of Schools Committee are still working on a plan. They have hired a Financial firm. She felt it will be another couple of years before anything is completed. There is a Special Meeting tentatively set for August this year.

The Fed. Gov't is offering a Grant Program for school's HVAC systems. They will be applying for it. They have completed a few items with the bond money that was voted on in August. The basement classrooms in the High School Building have been moved upstairs and they have addressed the security issues.
- V. REPORT FROM HIGHWAY –

1. The board briefly discussed a warned article regarding extra funds in a reserve account for Class 3 and Class 4 road repairs. Al Buckley recommended that the board really examine the wording and the future implications of such a request before putting it out for a vote of the town. No action taken at this time with the board.

VI. REPORT FROM WASTEWATER TREATMENT PLANT –

1. Approval by State for piping in Headworks building – April informed the board that she has received approval from the State for this project. She does not have a timeline on when it will be completed but she has all the materials needed. The ramp for the Septage Hauler has been completed. Haven gave a short report on the Canaan/Stewartstown Joint Commissioner meeting held on Tuesday Jan. 5th. Gregory and Frank were unable to attend.

VII. SOLID WASTE –

1. Gregory reported that the Food Scrap Containers down at the Transfer Station are being filled with everything but food scraps. It is obvious that more training is needed. The board discussed adding another attendant to oversee the recycled items.
2. Noreen has submitted the HHW Grant Application to ANR.

VIII. NEW BUSINESS –

1. Review Personnel Policy – Noreen reported that there are a few items in the policy that need updating. She and Frank will work on them February 4th and present to board members at their next meeting.
2. Approve Take Home Vehicle Policy – Motion was made by Haven and seconded by Frank to approve the policy. (Note: Gregory recused from this vote). Motion carried in the affirmative.
3. Webinar – Town Meeting – Articles and Warnings – Wednesday, Jan 13 2:00-3:30PM – Info only
4. Review Auditor Recommendations for Policies – The auditors recommended that the Selectboard consider having an audit performed by a professional auditing firm in next year's budget. It has been several years since the Town has had a professional audit. The cost will probably be between \$12,000 and \$15,000. The board will consider for next year's budget. The auditors also recommended that the Town adopt a Fraud Prevention Policy which the Selectboard will work on this year. Another policy that was recommended is Controls over Financial Records for accounting practices. The board will review all Model Policies from VLCT and fit for Canaan's needs.

IX. OLD BUSINESS – No action

X. OTHER BUSINESS –

1. Complaint – School kids and snowmobiles – Dawn Dion called and said that the school kids who are parking at the Northland are running their snowmobiles on her land. The Selectboard will check this out.
2. Noreen received a call inquiring if the Town was going to host a clinic for COVID vaccinations. Frank will inquire with ISHC and the VT Dept of Health.

Motion was made by Haven and seconded by Frank to enter Executive Session to discuss personnel at 7:03PM. (Gregory left prior to this session). Motion was made by Haven and seconded by Frank to exit Executive session at 7:10PM. No action taken.

XI. SORT MAIL/SIGN WARRANT - \$58,159.83 – Board executed the warrants.

XII. ADJOURN MEETING – Chairman Frank Sawicki, Jr. adjourned the January 11, 2021 Selectboard meeting at 7:11PM.