

**SPECIAL MEETING**  
**SELECTBOARD, CANAAN FD#1 & CANAAN FD#2 PRUDENTIAL COMMITTEES**  
**MINUTES**  
**NOVEMBER 1, 2021**

1. OPEN MEETING – The Special Meeting was opened by Chairman Haven Haynes, Jr. at 5:05PM. Those present: Haven Haynes, Jr., Alfred Buckley (Canaan Selectboard) Noreen Labrecque, Clerk, Gregory Noyes, Jody Riley and Diana Rancourt (Canaan FD#2), Jeremy Labrecque, Jeff Richards (FD#1).
2. DISCUSS POLICIES – Haven Haynes, Jr. explained the reason for this meeting was to discuss an updated Call Out Policy for the employees. Since this involves three employees who will be affected with this new policy. Two of the employees work for all three entities and therefore it would be best to have all board members present for the formation of this policy. The three boards discussed the various options presented. They all agreed to present the final policy to the employees at a meeting with all present. (Time to be determined). Noreen and Diana will work on wording for the policy to include a 40- hour stipend check at regular pay and keep the 3- hour minimum call out policy that is already in place. They will add a time and rate for texts and alerts on individual cell phones. Texting to employees from supervisors will be kept for emergencies only.
3. EXECUTIVE SESSION – No action
4. ADJOURN MEETING – Motion was made by Al and seconded by Jeff to adjourn the November 1, 2021 Special Meeting. Chairman Haven Haynes, Jr. adjourned the meeting at 5:50PM

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**AGENDA**

**NOVEMBER 1, 2021**

5. OPEN MEETING
6. DISCUSS POLICIES
7. EXECUTIVE SESSION
8. ADJOURN MEETING