SELECTBOARD MEETING

MINUTES

June 25, 2026

I. OPEN MEETING—Chairman Begin called the June 25, 2026, meeting to order at 6:00 P.M. Those present included Dillon Begin, Alfred Buckley, Alan Leigh, April Busfield, Jason Busfield, and Zachary Brown. Harry Lima and the Honorable Kenn Stransky joined the meeting in person. No members joined the meeting via Zoom.

II. APPROVAL OF MINUTES – June 11, 2026, Meeting Minutes – The June 11, 2026, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve June 11, 2026, meeting minutes, and Alan seconded. Chairman Begin 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 a legislative update from the Vermont Department of Forests, Parks, and Recreation concerning fire wardens. No additional additions or deletions were made to the agenda. All board members were fine with the addition.

IV. GENERAL PUBLIC COMMENT –

a. Honorable Kenn Stransky, Essex County Assistant Judge – Kenn was in to give a presentation and to update the board on the extensive renovation project the county has been undertaking. Kenn told the board that everything was set to be completed in December of 2026. He said that there were a few hiccups but that they had all been ironed out. The assistant judges would like to decorate the newly formed offices in the old courthouse with items from around the county. Kenn urged the town to look through their archives and storage to see if they'd like to donate or loan anything. The board thanked Kenn for giving them an update.

b. Harry Lima – Drainage Issue on Jackson Lodge Road – Harry was in to inform the board and Jason of an issue he has been faced with for many years. Harry explained that when it rains heavily, the drainage around his house is inadequate. He noted that the water would run right off from the road and down onto his property. Harry informed that board that his house is the lowest point on Jackson Lodge Road as all the neighbors have built their properties up. For years, he has not said anything about this issue, because it was only running on to his patio, however, now it is running onto his new septic system. He asked the board to review the issue and to come up with a solution. The board thanked Harry for coming in and told him that they would review the issue during their annual ride around. Jason gave a few ideas but was unsure if he could do anything in the interim to alleviate the issue.

V. REPORT FROM HIGHWAY –

a. Gravel Road Repairs – Jason reported that he has been working on the second round of grading and resurfacings. However, with the intense rainfall, he has had to pivot himself from preventative maintenance to repairs. Jason told the board that the roads were in good shape, minus the issues caused by the recent rainstorm. Areas that he has been working on repairs include Kemp Hill, Pollard Hill, Canaan Hill, and Todd Hill. These roads, Jason reported, were passable but needed additional gravel. Most of the work he was able to complete in house. Some had to be contracted with CTGS LLC for gravel delivery and spreading. Jason told the board that he had been working on repairing Dubois Road, cleaning out culverts and grading. He noted that Dubois Road will need more gravel soon.

As an update from the last meeting, Jason told the board that he completed some repairs to Hudson Road, but that it did not stay due to the rain.

b. Mowing – Minimal discussion was held on mowing. Jason said that mowing was going well but was taking more time than they had expected.

c. Grant Updates – Zach reported that before the project season begins for the highway he is working to verify and get the grants in order. He did note that he had not received grant agreements for the latest two awards. He has a few theories behind this and will be working on getting these for the next meeting.

d. Annual Ride Around – The board discussed what day they would like to complete the annual ride around. The board members will work together to get this scheduled. They prefer to have it within the next two weeks.

e. Discussion on Class III and Class IV Roadways – Zach reminded the board of the ongoing discussion surrounding reevaluation all Class III and Class IV roads. He distributed a packet from the State of Vermont surrounding the reclassification of roadways. He told the board that this discussion had been ongoing and previous boards and road foreman have been discussing the possibility of reclassifying roads as needed. Zach told the board that they should be looking into whether there are Class III roads that no longer meet the standards and should be reclassified as Class IV or vice versa. The board will review the materials. A short discussion was held.

f. Winter Sand Bid RFP Approval – Zach and Jason told the board that they are looking to publish the winter sand bids earlier this year. Zach distributed a copy of the draft notice. They noted that the dates have been moved up, this is to ensure the sand does not come too wet and has a chance to dry out. Zach told the board that he has a deadline for July and has the delivery in August. Zach told the board that they'd be looking for 1000 cubic yards of 3/4 in sand. The board was fine with the RFP.

g. Roadside Mowing – Zach told the board that he has placed this on the agenda to just have preliminary discussions surrounding it. Jason agreed and felt that Richard used to do it more towards August/September. Zach asked what direction the board would like to proceed with this. He told the board that historically David White completes this but wanted to know if they intended to put it out for bids. Dillon asked if this would exceed the threshold to require bids. Zach said it would not, as it is usually $3,000-$4,000 with other departments and committees owning part of the bill. Jason recommended that they remain with David White. April agreed as mowing around the lagoon can be challenging and David has done a good job at it. The board agreed to have Jason contact David White to submit a proposal and to schedule the work.

h. Trees near 123 Ethan Allen Drive – Zach informed the board that he met with Frank Bergeron yesterday. Frank showed Zach a dangerous tree that was on the boundary line between Frank's property and the land owned by the Town. He has requested that the Town remove the tree. Zach recommended to the board that they go through with the removal. He noted that the tree roots are growing half in the soil and half down a bank. This creates for an unstable tree. A short discussion was held. A motion was made by Alan to authorize Zach to contract with Yvan Belleville for the removal of the tree up to $500. Al seconded the motion. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.

i.

VI. REPORT FROM WASTEWATER TREATMENT PLANT –

a. Joint Sewer Commissioners' Meeting – July 14, 2026 @ 5:30 P.M. in Canaan – Zach and April reminded the board about their upcoming meeting with the Stewartstown Board. He reminded them that a pre-meeting inspection should occur. The board discussed timing of an inspection.

VII. SOLID WASTE –

a. General Updates & Price Review – Zach re-distributed the fee schedule for the transfer station to the board. The board discussed the prices and how they compared to other Towns. The board discussed the need for changing any of them, however, they felt to leave it the way it is this year and reevaluate in January. Zach and April said that everything was going well at the Transfer Station and the new employees were working well. A lengthy discussion was held on the financial structure of the transfer station. Dillon instructed the transfer station to start collecting electrical cords for recycling copper.
b. Transfer Station Repairs – Zach stated that he added this to the agenda just to have a discussion on things the board thought needs attention. He noted that Dennis Wright repainted the interior of the office and he and Danny have been working hard to keep the place neat and tidy. He also stated that a few other minor upgrades have been made. The board had a brief discussion surrounding the state of the transfer station.
c. Lighting Project – Zach distributed the two estimates the Town received for additional lighting at the transfer station. (JL Electrical for four lights at $3,250 and Moore Power LLC for four lights at $2,096.89). Zach also distributed a sheet comparing the two products being offered. The board discussed the estimates at length. Alan made a motion to award the project to Moore Power LLC for up to $2,200.00. Al seconded the motion. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Zach will inform the contractors.

VIII. NEW BUSINESS –

a. Legislative update from the Vermont Department of Forests, Parks, and Recreation – Zach distributed a letter he received from the Vermont Department of Forests, Parks, and Recreation concerning the updates the forest fire protections, camp fires, and fire wardens. He highlighted the letter. Zach noted that this would change to fire warden designation from an appointed position to automatically being given to the fire chief serving the Town. However, Towns are still allowed to appoint deputy fire warden. Essentially this would not change the functionality of the position currently held by Norman Flanagan only the title. Zach will speak with Steve Young and Norm.
b. Animal Control Officer Search – No action or discussion.
c. 2026 Appointments – Zach noted that no appointments needed to be made tonight and listed the positions still open. Dillon asked about the economics committee. Zach stated that he was unable to provide the board with the proposed bylaws but that he would get it to them at the next meeting. Dillon asked if people could be appointed tonight. Zach said they could, as long as they vote tonight to establish the committee pending the approval of bylaws and appoint members pending that too. He did note that once the committee is established, they would be required to follow all open meeting requirements. Zach read the individuals interested in joining the committee. Alan made a motion to appoint Dennis Johnson, Kevin Thibeault, Kevin McKinnon, Diana Rancourt, Georgiana Carr, Richard Marchesseault, David Begin, and Jason Belknap to form the economic committee. Al seconded the motion. Chairman Begin asked if there was

further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Zach will draft the bylaws and will let the committee members know.

d. Policy/Ordinance Review – Zach distributed the draft changes to the personnel policy and the newly drafted cemetery policies to the board. The board will review both and edit them prior to the next meeting. Zach told the board that now would be a good time to update the personnel policy with anything else they'd like to see. No action or discussion ensued.

e. Municipal Ethics Complaints – Four Pending – Zach noted that there are still four pending and that they should be dealt with soon. No further discussion.

f. Budget & Financials – Alan made a motion to approve Zach's recommendation with the establishment of certificates of deposit. (Reappraisal – $38,890.28, Highway Capital Reserve – $56,330.70, Building Capital Reserve – $10,811.36, and Sewer Capital Reserve – $170,041.98). Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Zach will set these up at Bangor Savings Bank.

g. Trees in the Park – Zach distributed a notice that should be posted for the tree trimming work. Zach noted that the deadline for bids would be due at the end of July and would require a pre-bid meeting. The board was fine with this notice.

h. MERP Grant Bids and Updates – The board decided to hold off on opening the bids until their next meeting. Zach noted that Ruggco Inc. is interested in submitting a bid to the board for the thermal envelop work. Zach has moved forward with a letter of intent for this work, as he was the only contractor. This will allow the company to move forward with a quote for the board to approve. Zach noted that no matter how the board goes on the heat pump installation, Ruggco will be happy to make it work. Zach noted the Ruggco has worked on many other MERP projects and made assurances that all of the work would be completed before the deadline.

i. Revolving Loan Meeting – No action or discussion

j. Community Concert Event – July 18, 2026 – Zach reminded the board of the community concert.

IX. OLD BUSINESS –

a. Softball Tournaments Police Coverage Billing – Zach distributed an email from Sheriff Trevor Colby as a breakdown of the softball police coverage. Zach let the board know that Dan Johnson had a conversation with Sheriff Colby regarding the hours. Zach stated that this email was sent in response to his email to both the leagues and Sheriff Colby informing them that contracts would need to be between the leagues and not the Town. As Sheriff Colby reviewed the hours, he found out that the hours for police coverage at the Border Riders tournament were actually 35 hours, not 50 like the Town was initially told. The Canaan Men's League was billed for 51.5 hours but should have only been billed for 44.25 hours. A lengthy discussion ensued surrounding the hours. Zach stated that he and Dan talked extensively about everything. Zach said that neither he nor Dan were happy with how the meeting went. Dan's complaint from the beginning was that the hours were not right and he didn't pay the bill because of that. That has now been verified. However, Zach also stated that the Town was in our right to bill based on the facts we were given. Now that there are new facts, new numbers we should edit the bill accordingly and reimburse any money paid by either league. Zach stated that Dan has expressed interest in having a new meeting with the board, and Zach thought this would be a good idea. Alan expressed confusion over the overtime and felt that someone still should owe these totals. Dillon and Zach clarified that the original bill included overtime regularly occurring during the quarter. The board will invite Dan to the next board meeting to discuss this issue further and the transfer station access concerns.

b. Policy/Ordinance Review – Zach re-distributed both the ATV and Traffic Ordinance. A lengthy discussion ensued on the ATV ordinance. Zach noted a few legal and procedural issues with what the board had initially proposed. The board discussed their options and will discuss them further at the next meeting. Zach will invite John Hull to the next meeting as a representative of the ATV Club.

X. EXECUTIVE SESSION – No action or discussion.

XI. SORT MAIL/SIGN WARRANT—The board signed and executed Warrant 13-26 for $55,297.15.

XII. ADJOURN MEETING—Al motioned for the meeting to be adjourned, and Alan seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Chairman Begin adjourned the June 25, 2026 meeting at 7:41 P.M.