SELECTBOARD MEETING

MINUTES

July 9, 2026

I. OPEN MEETING—Chairman Begin called the July 9, 2026, meeting to order at 6:00 P.M. Those present included Dillon Begin, Alfred Buckley, Alan Leigh, April Busfield and Zachary Brown. Georgiana Carr, Shellie Bresnahan, Sharon Belleville, Nancy Petro, Kathy Smith (Zoom), Peder Rude (Zoom), Carter Finegan (Zoom), and Ryan Edwards (Zoom) joined on behalf of the Alice M. Ward Memorial Library. Krista Rodrigue, Daniel Johnson, Stephen Roy, and Patrick Gorman (Zoom) joined on behalf of the Canaan Border Riders. John Hull (Zoom) joined on behalf of NEK Country Riders. Siobhaun Johnson joined in person. Two individual Mike and Mike Miller joined via Zoom but did not participate in the meeting. No other members of the public joined via Zoom or in person.

II. APPROVAL OF MINUTES – June 25, 2026, Meeting Minutes – The June 25, 2026, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve June 25, 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—No additions or deletions were made.

IV. GENERAL PUBLIC COMMENT –

a. Alice Ward Library Trustees and Peder Rude – Discussion and presentation of bids and contract documents for the Carriage House Renovation project. No action taken.
b. Daniel Johnson, Canaan Border Riders – Discussion surrounding ongoing billing for police coverage in 2025. Lengthy discussion ensued. The board came to a consensus to charge the Border Riders 34 Hours, 24 of which were covered by the Town, leaving an additional 10 hours to be paid at a rate of $70 per hour to the Town. Dan paid the bill. A consensus was made to charge the club $300 for trash disposal.
c. John Hull NEK Country Riders – John was in to discuss ATVing in Canaan. The board asked several questions. No action was taken.

V. REPORT FROM HIGHWAY –

a. Gravel Road Repairs – Discussion was held concerning on going road repairs. No action was taken.
b. Mowing – Minimal discussion was held on mowing.
c. Grant Updates – Discussion was held concerning on going grants the Town has been awarded and the work concerning those. April gave a report on the implementation plan. Zach distributed the grant agreement for BR-1437 for $20,000. This money will be used on Fund Road. Al made a motion to sign and executed the grant agreement between the State of Vermont and the Town of Canaan. Alan 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. Chairman Begin signed the agreement.
d. Annual Ride Around Recap – The board had minimal discussion on the ride around. They will wait for Jason to have a more thorough discussion.
e. Discussion on Class III and Class IV Roadways – The board had minimal discussion on the reclassification. Zach walked them through the basic process and procedures. They will wait for Jason to have a more thorough discussion.
f. Trees near 123 Ethan Allen Drive – Zach stated that the tree owned by the town has been removed for a cost of $500. The residents are happy with the work.

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. He also reminded the board of the inspection scheduled at 4:00 P.M. at the Treatment Plant.

b. Pump Damage – April told the board that she has hired Laramie's Water Solutions to pull a pump that was damaged. She will have cost estimates on repair or replacement soon.

VII. SOLID WASTE – Al wanted to publicly thank the transfer station employees for keeping the place clean and painting the office. The board agreed.

VIII. NEW BUSINESS –

a. Animal Control Officer Search – A brief discussion was held on the candidate for the position Siobhaun Johnson. Alan made a motion to appoint Ms. Johnson as the animal control officer for 2026-2027. 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 work on setting up a time for her to meet with former ACO Wayne Washburn.

b. 2026 Appointments –

    i. Joel Tjornehoj – Zoning and Planning Commission 2 Years – Al made a motion to appoint Joel Tjornehoj to the zoning and planning commission for 2 years. Alan 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.

    ii. Fire Wardens –

        1. Steve Young – Fire Warden until resignation as Fire Chief – Alan made a motion to appoint Steve Young as fire warden in perpetuity until his resignation as fire chief for the Beecher Falls Volunteer Fire Department. 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.

        2. Norman Flanagan – Deputy Fire Warden 5 Years – Al made a motion to appoint Norman Flanagan, with approval from Chief Young, as deputy fire warden for five years. Alan 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.

        3. Colby Rodrigue may be appointed as an additional deputy, but Dillon will get confirmation from Chief Young.

c. Policy/Ordinance Review –

    i. Personnel Policy Revisions – Zach distributed a packet containing all personnel policy revisions that he and April created. The board reviewed the changes. Al made a motion to approve the changes as written. Lengthy discussion was held and Zach went through the revisions that were not simply legal changes. Alan 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. All board members executed the revised personnel policy. Zach will distribute it to the employees.

    ii. Cemetery Policy – Zach reminded the board of the cemetery policy on the docket from the last meeting. A few questions were asked, with minimal discussion being had. Alan made a motion to approve the policy as written. 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. All board members executed the new cemetery policy.

iii. ATV Ordinance – Zach distributed the revised ATV ordinance to all board members. Board members will review the revised ordinances and discuss them further at the next meeting.

d. Town Wide Reappraisal – Zach distributed an order form the Vermont Department of Taxes, Property Valuation and Review ordering the town to conduct a Town Wide Reappraisal. Zach noted that tonight the board needs to acknowledge the order and later will need to put it into motion. Zach noted that he recommends the town put out RFPs for these services. He noted that when asked NEMRC was out until 2030. Zach will work on the RFPs. Al made a motion to formally acknowledge the reappraisal order from Vermont Department of Taxes, Property Valuation and Review. Alan 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. Chairman Begin executed the acknowledgement.

e. Vermont Telephone Company + VTel Wireless Stipulation for Appeal – Zach distributed a tax appeal and stipulation agreement provided by the Vermont Telephone Company and VTel Wireless. They were just reappraised by the State of Vermont and have grieved this new assessment. Zach informed the board that they went to the listers, who denied the appeal, and are now in the process of appealing it to the board of civil authority. Zach noted that although the Town has no control over utility assessments, these companies still have to follow the same statutory process as any other taxpayer. The stipulation agreement provided would allow them to skip the board of civil authority and move directly to the Vermont Department of Taxes, Property Valuation and Review or Superior Court. Zach recommended that the selectboard do not sign the stipulation agreement and place it before the board of civil authority, as would need to be done for any other taxpayer. The board agreed. Al made a motion to deny the stipulation agreements from the Vermont Telephone Company and VTel Wireless as presented to the Selectboard. Alan 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.

f. Board of Civil Authority Tax Appeal – Zach noted that besides the Vermont Telephone Company and VTel Wireless, one other taxpayer Marc and Francine Bigney have appealed the listers assessed value of their property. Zach noted that all three have grieved their assessment to the listers and have received written decisions. Zach described the process and told the board that the hearing would be on July 15, 2026 at 6:30 P.M.

g. Economic Development Committee Bylaws – Zach distributed the draft bylaws for the Economic Development Committee to the board. The board reviewed the bylaws. Zach went through the major highlights of the bylaws. Alan made a motion to approve the bylaws as drafted. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Zach noted that they should reaffirm the appointment of the individuals from the June 25th meeting under the approved bylaws. Alan made said motion. Al seconded it. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.

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h. Municipal Ethics Complaints – Four Pending – Zach noted that there are still four pending and that they should be dealt with soon. No further discussion.
i. Budget & Financials – Zach noted that budgets for the quarter will be distributed at the next meeting. He also told the board that he will be working on setting up a certificate of deposit as per his memo form June 25, 2026.
j. Trees in the Park – Zach told the board that no bids have come in so far. He also noted that Brad's Tree Service has told Vern, he will not be submitting a bid.
k. Bids for Alice Ward Library Carriage House Renovations + Short Term Financing – Alan made a motion to rescind a motion from April 7, 2026 special meeting to award the bid to Breadloaf Corporation. 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. The award was rescinded. Alan made a motion to approve the bid and contract with Daniel Hebert Inc. for a cost of $877,664.50. 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. Chairman Begin signed and executed the contract. Alan made a motion to approve Zach to seek a line of credit up to $500,000 for up to a year. 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 seek this and get an agreement to the board, hopefully by the next meeting. A lengthy discussion was held on the grant and how reimbursements are going.
l. MERP Grant Bids and Updates – Zach told the board that Ruggco was still working through their bid list for the thermal projects and for the heat pumps. He noted that once they have Ruggco's bid, they will be able to open up the one from Belknap Electric and choose and awardee. He noted that the Town will have more money to spend, as the library is not using their full half of the award.
m. Community Concert Event – July 18, 2026 – Zach reminded the board of the community concert.
n. August Primary Election – August 11, 2026 – Zach told the board of the upcoming election. A short discussion ensued.

IX. OLD BUSINESS –

a. Softball Tournaments Police Coverage Billing – The board held a lengthy discussion surrounding the billing of police coverage for the two softball tournaments. Al made a motion to continue to donate 24 hours to each tournament, while having the remaining police coverage being charged directly to the leagues. Alan 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.

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 July 9, 2026 meeting at 8:19 P.M.