SELECTBOARD MEETING

MINUTES

July 23, 2026

I. OPEN MEETING—Chairman Begin called the July 23, 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. 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 – July 9, 2026, Meeting Minutes – The July 9, 2026, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve July 9, 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 added two items to the agenda: a discussion on the economic development committee and an update from the zoning administrator. Chairman Dillon confirmed that these would be discussed under new business. All board members were fine with the additions, no further additions nor any deletions were made.

IV. GENERAL PUBLIC COMMENT – No public present at the meeting participated.

V. REPORT FROM HIGHWAY –

a. Gravel Road Repairs – Jason reported that he is continuing to work on the road ways. All roads are in good working order. No action taken.

b. Roadside Mowing – Jason told the board that he has let David White know that he is approved to complete the mowing work. Zach distributed an estimate from David for $6,000. He noted that there was no increase in the per hour rate, from last year. Jason said David is all set to go, he just needs direction from the board on how much he can do. Alan made a motion to approve the estimate of $6,000 to mow all town roads. 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. Jason will let David know to start anytime.

c. Grant Updates – Jason told the board that he has ordered all of the culverts for the various grant projects this year. He stated that they should be in, next week. His plan is to complete the Fund Road project first and then to move on and complete the two projects on Judd Road. Zach distributed the grant agreement for GA-1222. for $8,000. This money will be used on the lower section of Judd 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. Dubeau Road and Hudson Road – Jason told the board that both Dubeau and Hudson Road were in dire need of some maintenance. Jason told the board that he had a chance to grade a portion of Hudson Road and was able to add materials from the ditches. He noted that the landowners fixed up the upper portion off from Claybrook Road. He will check it out to see if it needs anything else done for it. Jason wanted to know where the board was at with Dubeau Road, as there were discussions about declassifying it. The board had a lengthy discussion. Jason noted that the road has no more material on it and is down to the earthen layer before the road fabric. If the board would like, he would need to add about 3-4 inches of 1 ½ inch gravel along a mile stretch. He noted that the only contracted expense will be trucking and gravel. He will complete the grading. Jason said the cost would be about $16,000-$18,000. He noted that if he did not fix this road, he would try and gravel Upper

Canaan Hill Road. The money would come out of the approved resurfacing budget. The board approved Jason to fix Dubois Road.

e. Discussion on Class III and Class IV Roadways – A lengthy discussion surrounded several roads in Canaan. Since the ride around the board has been reevaluating roadways and their classifications. Four in particular came into question at the meeting. The first is the end section of Jackson Lodge Road (From the intersection of Breault Road and Jackson Lodge Road). The board discussed this at length. As it is already a Class IV section of Jackson Lodge Road, the board felt that it should no longer be plowed during the wintertime. This area is too difficult to maneuver a truck through, and it essentially requires the Town to plow a private driveway. Zach was instructed to send a notice to the residents who live past this point. The second road was Dubeau Road. A lengthy discussion ensued in conjunction with the previous agenda item. The board felt that they will hold off on any reclassification until after the road is repaired. The third road is Penn Road. During the ride around, the board noticed that the end section of Penn Road, approximately 0.5 miles from the intersection of VT Route 114, the road is earthen and does not seem to meet the statutory requirements for a Class III road. The board felt that the remaining 0.4 miles should probably be reclassified as a Class IV road, which would end required maintenance and plowing. The fourth road in question is Cook Street. During the ride around, the board noticed that the entirety of the road does not seem to meet the statutory requirements for a Class III road. The board felt that the road should probably be reclassified as a Class IV road, which would end required maintenance and plowing. A lengthy discussion ensued on the steps to make this happen. Alan made a motion to schedule a reclassification hearing on August 31, 2026, for both the aforementioned section of Penn Road and Cook Street. 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 get these scheduled and posted.

f. Open Winter Sand Bids – The board opened a single sand bid from CTSG LLC for 1000 yards of ¾ inch sand to be delivered no later than September 11th at a cost of $10,000. Zach noted that this price was an additional cost of $1,000 from last year. A short discussion was held. Al made a motion to accept the winter sand bid from CTSG LLC. 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.

g. Canaan Schools Plowing Agreement – Zach presented the board with an agreement between the Town and the School District for plowing and sanding for the 2026-2027 season. He noted that the agreement was identical to last year's with only a change to dates and signatories. Jason questioned if the part between coordination could be reemphasized. He stated last year that he would get phone calls from the superintendent directing him on how much sand to put down, which would differ from what the facilities director had told him a few minutes earlier. Zach noted that this is not supposed to happen and was one of the reasons for the agreement. The board and Jason will review how it goes this year. But the board did direct Jason to plow and sand how he would for any parking lot, taking extreme care, as if his own family was walking there. A lengthy discussion ensued on why the cost was $10,000. Al made a motion to accept the agreement as written with a cost of $10,000. Alan had reservations but seconded the motion with more discussion. Alan reiterated that he did not feel that the School should be billed. Dillon agreed. Al stated that he would not support that. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion failed with one in favor (Al) and two opposed

(Dillon and Alan). Alan made a motion to revise the contract to be at a cost of $0. Al seconded the motion. . Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative with two in favor (Dillon and Alan) and one opposed (Al).

h. Winter Road Salt Update – Zach distributed a road salt price agreement with Cargill Salt. Jason commended Zach for acting so fast and locking this in, as last year the Town went without salt. They noted the price increased from $96 in 2023 to $115 per ton. A short discussion was held. Jason noted that they will be ordering 30 tons for an approximate total of $3,450.

VI. REPORT FROM WASTEWATER TREATMENT PLANT –

a. Pump at Houle Station – April told the board that although she was hoping the pump could be repaired quickly, they were not so fortunate. April told the board that the pump was fried and would either need to be replaced in its entirety or repaired. She noted that either is budgeted for.

VII. SOLID WASTE –

a. Invoicing and Business Use of Recycling Services – A short discussion was held on business clients being able to be invoiced for items they dispose of in the C&D container. Zach told the board that he has had a few commercial users ask for this service, which he thinks would be beneficial for everyone. The board thought this was a good idea. Zach also noted that a few clients asked to be invoiced for the household trash they dispose of. The board were leerier on this and decided to not allow this. Zach also told the board that there were a few complaints of a resident who owns a business in Colebrook, but resides in Canaan, recycling his business cardboard at the transfer station. The complaint was that this individual fills up the container and does not leave room for anyone else. A short discussion was held. Chairman Begin will discuss it with the resident.

VIII. NEW BUSINESS –

a. Zoning Administrator Update – Zach told the board that Cheryl Cote would no longer like to be the zoning administrator. She said she will continue to do it until a replacement is found, but the Town should be looking for someone. He mentioned that Mike Daley has expressed interest and Cheryl said she has talked with Sage D'Aiello about it. Zach will get it posted.

b. Discussion on the Economic Development Committee – The Economic Development Committee has begun their work. Zach did note that there are a few hiccups that he is ironing out with the committee. He noted that the July 15th meeting minutes have yet to come to him, meaning that an open meeting law violation did occur. He stated that this is not a huge issue and will be resolved by their next meeting. He noted that only the positions of chair, co chair, and clerk were discussed at that meeting, so these appointments will just need to be reaffirmed at the next legally warned meeting. A few of the members have been discussion possibilities for funding and projects with State Officials. The members are looking for board approval to continue this work and to keep discussing options with Ethan Allen Inc. The board was fine with this, as it is one of the stated goals in the bylaws.

c. 2026 Appointments – No new appointments were made. Zach ran through the list of vacancies.

d. Cemetery Gates – A brief discussion was held on the sale of the old gates from the south Canaan cemetery. Dillon asked on behalf of his father if they could purchase them. Zach stepped in to ask the other two board members what their thoughts were and if they wanted to make a motion to approve the sale. He did this to remove any conflict that Dillon has. The board members told Dillon to give them a price at the next meeting, and they will discuss it further. No action taken.

e. ATV Ordinance Revision– Zach redistributed the revised ATV ordinance to all board members. He asked if all board members had had a chance to review it. The board discussed the revisions. Alan made a motion to approve the ordinance as drafted. 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 signed the new ordinance. Zach will get this posted. Al made a motion to have Zach write a letter to the State requesting that VT Route 253 from the intersection of River Road to the intersection of Gale Street be opened for ATV use. 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. Municipal Ethics Complaints – Five Pending – Zach noted that there are still five pending and that they should be dealt with soon. No further discussion.

g. Budget & Financials – Zach distributed the budgets for all funds under the control/purview of the selectboard. He noted that everything was looking in line and that no overall budgets had been overspent. He asked the board to review them and ask him any questions at the next meeting.

h. Trees in the Park – Zach told the board that no bids have come. The board decided to shift the focus from the trees to repairing the electrical elements in the park. Zach will work on getting a bid together for this work. They will try to get the trees maintained next year.

i. Alice Ward Library Carriage House Renovations + Short Term Financing – Zach told the board that the work is slated to begin on Monday. He distributed to the board all documents required to accept short-term funding to pay for the project in anticipation of grant reimbursements. Al made a motion to approve the $500,000 grant anticipation line of credit and all necessary documents that correspond to this line of credit from Community National Bank. 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 member executed the line of credit.

j. 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 Jason Belknap told him his bid may have to increase, but to let him know when the board would be reviewing the bids and he will revise it.

k. Essex County Sheriff's Quarterly Report + Invoice – Zach distributed the second quarter Essex County Sheriff's Quarterly ticket and incident report as well as the invoice. The board had a lengthy discussion on these reports. Dillon will work to get Sheriff Colby to a meeting in the near future.

l. Delinquent Tax Collector Phone Bill – A short discussion ensued on this topic. Alan made a motion to pay the delinquent tax collector a yearly stipend of $250 for use of their own phone. 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.

m. Set the 2026 Municipal Tax Rate – Zach distributed the calculations he has for the municipal tax rate. The board reviewed the calculations. A lengthy discussion ensued on tax rates, both education and municipal, and government spending. Alan made a motion to accept the municipal tax rate of $0.8291 (General $0.4599, Highway $0.2570, Library $0.0840, Special Appropriations $0.0182, and the appropriation for the South Canaan Cemetery Fence $0.0100). 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 noted that the municipal tax rate decreased by $0.0607. He noted that overall with the education tax rate being added in the homestead tax rate will be $2.5814 (increase of $0.0107) and the non-homestead tax rate will be $2.3625 (increase of $0.0857). A lengthy discussion then ensued on how education rates are calculated and how that differs from municipal tax rates.

n. Recap of Wednesday's Fire District Meeting – The board will continue to explore options.

IX. OLD BUSINESS – No action or discussion.

X. EXECUTIVE SESSION – Personnel – 1 V.S.A. § 313 (a)(3) – Al made a motion to enter into an executive session at 6:58 P.M. to discuss personnel matters. 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. The board entered into an executive session at 6:58 P.M. April, Jason, and Zach were invited to stay. Al made a motion to exit the executive session at 7:48 P.M. 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. The board exited the executive session at 7:48 P.M. with no action taken.

XI. SORT MAIL/SIGN WARRANT—The board signed and executed Warrant 15-26 for $46,192.68.

XII. ADJOURN MEETING—Alan motioned for the meeting to be adjourned, and Al 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 23, 2026 meeting at 8:43 P.M.