

SELECTBOARD MEETING

MINUTES

August 6, 2026

- I. OPEN MEETING—Chairman Begin called the August 6, 2026, meeting to order at 6:01 P.M. He apologized for the delay, as the previous meeting ran long. Those present included Dillon Begin, Alfred Buckley, Alan Leigh, Jason Busfield, and Zachary Brown. Mike Miller joined via Zoom but did not participate in the meeting. Richard Thibeault joined the meeting in person. No other members of the public joined via Zoom or in person.
- II. APPROVAL OF MINUTES – July 23, 2026, Meeting Minutes – The July 23, 2026, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve the July 23, 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 to the agenda at this time.
- IV. GENERAL PUBLIC COMMENT – Richard Thibeault was there to participate in the discussion concerning Class III and Class IV highways.
- V. REPORT FROM HIGHWAY –
 - a. Grant Updates – Zach told the board that all grant agreements for the grants for this year have been signed and are fully executed with the State of Vermont. This means that all work and ordering can proceed. Jason told the board that the culverts for the various grant projects should arrive sometime this week. Jason told the board that he would be lining up the work with both Cunningham Logging and potentially a different contractor.
 - b. Dubeau Road and Hudson Road – Jason told the board that the Dubeau Road repairs are done and there has been 3-4 inches of gravel spread on it. Jason did all of the grading for the work, so the only cost are the gravel and trucking. He also told the board that chloride was spread on the road, as well, to help with the dust.
 - c. Discussion on Class III and Class IV Roadways – A lengthy discussion surrounded the two roads in Canaan up for reclassification. Zach informed the board that the official notices were mailed with certified mail return receipt, to the affected residents last week. He has also added the notices to the bulletin board and to the website. He noted that to date only one of the residents have signed for the letter and has approached Zach about it. Richard then asked permission to offer his opinion on the reclassification. The board granted permission. Richard offered it both verbally and, in a letter, submitted to the board. Richard offered his experience and the history of the roads and offered insight into why they are in the condition they are in. He also offered his opinion to the board, stating that he thinks these situations should be brought up at town meeting. He stated that over the years, these hearings are not well attended, and you do not get a good make up from the voters. Richard also brought up that if the precedence is plowing and the difficulty of these roads there are other roads to consider as well. He also offered that Pollard Hill is plowed and yet it is a Class IV highway. Richard thanked the board for listening to him and said how good of a job Jason is doing. A short discussion was held on Richard's comments. No action was taken.
 - d. Canaan Schools Plowing Agreement – Zach let the board know that the contract has been approved by the school. He also noted that the board had a letter from Renee Marchesseault as the school board chair thanking them for their cooperation this year. She hopes to continue it into the future.

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- e. Mowing – Zach informed the board that Matt Jordan, the athletic director for Canaan raised concerns over a damaged soccer net. Zach distributed a photo of the damage to the board and read off Matt's email. Zach told the board that he did let Jason know of the damage. They agreed that it was just an accident and not out of any spite or lack of care. The mower was new to the zero turn mower. A lengthy discussion was held on mowing the rec park and mowing around the soccer fields. Jason told the board that last year, the school had agreed to mow the soccer fields during soccer season. Zach filled the board in on the background surrounding this. The board discussed it and thought that the Town should just continue to mow the fields, however, the soccer nets should either be moved or rolled up so that they are in no risk of being hit by the mower.
- f. Winter Road Salt Update – Zach and Jason let the board know that the salt has been delivered, approximately 31 tons.
- g. Part-Time Highway Assistant – Zach told the board that the positions have been posted. So far the town has only received an application of the sewer assistant. He noted that the positions were stated in such a way that they could be morphed into full-time positions, if combined for the right candidate. The board discussed the positions. Zach did note that a few individuals have expressed interest in the positions. Internally Daniel Hughes has expressed interest in the sewer position.

VI. REPORT FROM WASTEWATER TREATMENT PLANT –

- a. Pump at Houle Station – Zach told the board that the pump at Houle Station was essentially beyond repair. He noted that the pump has been sent out to a different contractor who can fix it for a price of approximately \$10,000. He told the board that although April has not received definitive prices yet, a new pump will cost approximately \$12,000. The board discussed steps to move forward. Al made a motion to approve a purchase of a new pump up to \$12,500. A short discussion was held. Zach stated that April suggested up to \$13,000. Al withdrew his motion. Al made a motion to approve a purchase of a new pump up to \$13,000. 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.
- b. Part-Time Assistant Operator – *See Part -Time Highway Assistant.*

VII. SOLID WASTE –

- a. Parking Lot and Driveway at the Transfer Station – Al and Zach both commented on how nice the transfer station parking lot looks. Jason told the board he was able to smooth it out and fill in the potholes using the skid steer. A short discussion on this matter was held.
- b. Coos County Recycling Center Meeting – August 17, 2026 @ 5:00 P.M. – A short discussion was held on this topic. Zach distributed the letter and job notices from Superintendent Ben Champagne. Dillon and Alan plan to attend.

VIII. NEW BUSINESS –

- a. 2026 Appointments – No new appointments were made. Zach ran through the list of vacancies.
- b. Municipal Ethics Complaints – Five Pending – Zach noted that there are still five pending. No further discussion.
- c. Budget & Financials – Zach asked the board if they had any questions or concerns from the budgets he distributed last meeting. No action or discussion took place. Zach also informed the board that the certificate of deposit was created for the surplus funds and a few capital reserve funds.

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- d. Alice Ward Library Carriage House Renovations + Short Term Financing – Zach told the board that work had begun. A discussion was held on the impending interest from the line of credit. He noted that he hopes the State of Vermont will speed up the process for reimbursements but was unsure. If they do not, the library will have the additional expense of interest.
- e. MERP Grant Bids and Updates – Zach distributed the three bids the town has received concerning the MERP Grant and corresponding work. The first bid was from Belknap Electric for the heat pump installation. One estimate was for \$7,328.67 and the other was for \$7,187.07. Zach did note that these may need to be updated as they were from late May. The second quote was also from Belknap Electric for a solar panel installation with a battery backup. This estimate was for a total of \$30,996.89. The third bid was for the entire project sent out in the rfps. This was submitted by Ruggco Inc. for a price of \$203,115.00 with approximately \$26,000 of that being the installation of the three heat pumps and the water heater. A lengthy discussion was held surrounding these bids and the MERP projects themselves. Belknap Electric will have an option to update their bids. Al made a motion to approve the bid of Ruggco Inc. for the thermal barrier work alone, without the HVAC upgrades. 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. Update on Taxes, Tax Rates, and Septage Bills– Zach told the board that tax bills and septage bills have been mailed.
- g. August 11, 2026 Primary Election – Zach reminded the board of the upcoming election.
- h. Zach's Vacation and Town Office Closure – Zach informed the board that he would be taking vacation from August 31st to September 7th. He let the board know that the office would be open only when Jody could be there.

IX. OLD BUSINESS –

- a. ATV Ordinance – The ordinance's approval has been properly warned and noticed. A short discussion was held.
- b. Solid Waste Ordinance – Zach let the board know that the official adoption would commence soon.

X. EXECUTIVE SESSION – No action or discussion.

XI. SORT MAIL/SIGN WARRANT—The board signed and executed Warrant 16-26 for \$124,417.73.

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 August 6, 2026 meeting at 6:58 P.M.