SELECTBOARD MEETING

MINUTES

November 10, 2025

I. OPEN MEETING—Chairman Daley called the November 10, 2025, meeting to order at 6:00 P.M. Those present included Michael Daley, Dillon Begin, Alfred Buckley, and Zachary Brown. Don Dudley, Fernande and Richard Paquette, Louise and Raymond Roy, Luc Marchesseault, Julie Giroux, and Geoff Martin joined the meeting in person. Carole Beauchemin joined the meeting via Zoom. An audio issue occurred with the recording equipment. This was resolved shortly after the meeting began.

II. APPROVAL OF MINUTES – The October 27, 2025, meeting minutes were distributed and reviewed by board members before and at the meeting. Al made a motion to approve October 27, 2025, meeting minutes as written, and Dillon seconded. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative.

III. ADDITIONS/DELETIONS TO AGENDA—No additions nor deletions were made to the agenda.

IV. GENERAL PUBLIC COMMENT –

a. Norwich Technologies and Canaan 102 Solar LLC – . (To not misrepresent the individuals their comments will not be recorded instead they will be summarized) Geoff Martin was in to give a presentation to the selectboard regarding the proposed 500 KW-AC solar panel project proposed to be constructed on Julie and Laurent Giroux's property on VT Route 102. Geoff told the board that the proposed project would take up approximately 2.4 acres, which included the fencing. The limit of disturbance for the project would take up to 3.7 acres during construction. Geoff told the board that the solar panels will be *approximately* 15 above ground at the highest point. He told the board that the panels would be positioned on the tree line of the property and no less than 100 feet from the road, with the exception of the transformer. The project will support approximately the equivalent of 135 single family homes. This is a rough estimate, and the credits will serve multifamily buildings containing qualified rental units serving low-income tenants. Geoff stated that an eight foot wildlife fence would be installed along with natural screening from deciduous trees. Geoff noted that the lease for the project would be 25 years with an maximum of 40 years. Geoff noted that for the first three to five years there would be onsite inspections of the screening to ensure it is growing and serving its purpose. He noted that rule 5.800 states that if the plantings die, they need to be replaced. Prime agricultural soils that are disturbed will be stockpiled and returned at the end of the project's life. The CPG holder is required to decommission the project at the end of its life according to the requirements of the PUC rules No tax dollars will be used at any stage of the project. The project will complete a sound assessment as part of the filing to the PUC and that typically a project of this size produces approximately 30 dBa for a nearby residence. A sound assessment will be conducted and filed with the CPG filing. It was noted that the solar panels are made from plastics, glass, metal, and silicon. A lengthy debate was had between the project owners and the members of the public Questions were raised about the screening, health risks, noise emissions, affects to wildlife and the agricultural lands, the projects timing, and several other concerns. Ultimately the individuals present were not in favor of the project. The selectboard made it clear that they were not the deciders of this project. They noted that they are only here to grant the project a preferred site designation and that the plan met the minimum screening requirements as be the Canaan Zoning Bylaws. All complaints and concerns should be poised to the Public Utilities Commission. They also noted that multiple State agencies would be involved in this process. An argument began to arise between the members of the public and so the board ended public comment.

V. REPORT FROM HIGHWAY –

a. Liquid Chlorine – The board discussed the options that they had regarding chloride for the ensuing year. The board discussed several options including flakes, liquid, and mixing the town's own liquid chloride. With upcoming budget restraints and a lack of more time for the board to conduct further research, Dillon made a motion to purchase just enough flake chloride sufficient for 2026 and to revisit the need for liquid chloride next year. Al seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Zach will let Jason know.

b. Portable Toilet – Dillon will continue to work on this. Zach reported that the base has already been created. Al requested that a fence be constructed around it, to block it from his view. Dillon suggested using the chain link fencing that the cemetery commission purchased years ago and has not used. Mike agreed. Zach will ask Jason to construct a fence around the portable toilet once it arrives or after winter.

c. Utility Trailer Purchase – The board discussed the need for a utility trailer for the Town. This would be needed to transport the mower and other equipment to different worksites. Zach submitted a steel trailer to the board on behalf of Jason. The board felt that although steel would work, it would be better if the trailer was aluminum. Zach told the board that Jason and Jay were leaning towards a steel trailer for a few reasons – Durability and cost. The board still felt that an aluminum trailer would be better. Zach will look into this.

d. Engineering for Culvert Upgrade Project – Fund Road/Canaan Hill Road Intersection – Zach told the board that Ruggles Engineering came up two weeks ago to complete the site visit for the culvert upgrade. He gave a brief synopsis on the next steps. Zach noted that the engineer suggested a temporary access road be installed instead of upgrading one of the class IV roads. Zach told the board in order to do this a few trees would have to be cut on a private landowner's property, and the road would be installed. Once the project is completed, the gravel would be picked up and the land would be brought back to normal, less trees. Zach noted that this project would be in the Town's right-of-way, but he suggested that permission still be obtained to keep relations with the property owner. The board agreed. Zach will draft a letter.

VI. REPORT FROM WASTEWATER TREATMENT PLANT – No action or discussion.

VII. SOLID WASTE –

a. VLCT PACIF Safety Inspection – Zach told the board that VLCT came up last week to do a surprise safety inspection of the transfer station. Zach noted that he was not told what sparked this, but that it usually comes from a report or a reported injury. Zach told the board that a few things were pointed out including the spacing of the metal's container from the retaining wall. Zach will call All Metals to ensure this is fixed. The major issue that they requested to be changed is the cleanliness of the transfer station. They requested that all items collected at the transfer station be disposed of within a week. This would mean that any item not thrown away and left for someone else to grab would need to be disposed of by Saturday every week. They also requested that the recycling building be cleaned out and organized. The office was not inspected but Zach stated that this building should be cleaned up as well. The board agreed. Al will speak to Marc. Al, Zach, Jason, and April will keep an eye on cleanliness and clean up when necessary.

VIII. NEW BUSINESS –

a. 2025 Town Officer Appointments – The board reviewed the upcoming appointments. No new appointments were made. The board paused all appointments until 2026.
b. Essex County Sherrif's Overtime Issue Letter – Zach distributed the attached letter. The board has requested that all regular patrol hours for the Essex County Sheriff's Department should be billed at the regular rate until our 24-hour-a-week quota is met. This quarter over a third of the patrol hours were billed at an overtime rate. Al made a motion to approve the letter as written. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Chairman Daley signed the letter. Zach will mail this tomorrow.
c. NEKCA Letter of Support – Zach distributed the attached letter. The board agreed to write a letter of support requesting that NEKCA remain in the area. Al made motion to approve the letter as written. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Chairman Daley signed the letter. Zach will mail this tomorrow.
d. Norwich Technologies & Canaan 102 Solar LLC Proposed Solar Project – The board discussed the proposed project and the comments made in pseudo public hearing. Dillon made a motion to designate the site as a preferred site, as defined in the Vermont Public Utility Commission Rules Section 5.103, that the proposed project meets the minimum screening requirements, as defined in Canaan Zoning Bylaws, Article 3, Section 323, and that they would recommend to the Vermont Public Utilities Commission that the project has further screening to prevent any undue issues for abutting property owners. Al seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Zach will draft letters that outline the above action.
e. Spaghetti Dinner for Marc Dion – November 22, 2025, from 5;00 pm to 8:00 pm., American Legion – Information only.

IX. OLD BUSINESS –

a. Fletcher Park Updates –
   i. Park Electric – No new action. Dillon will reach out to the electrician again.
   ii. Decorations – A brief discussion was had on the addition of an ice-skating rink again. No action was taken. Al suggested that round hay bales be stacked in the park to create a snowman for the holidays. The board thought that it would be a good idea, as long as there is no liability for it. Zach will reach out to VLCT.
b. Community Forest Timber Harvest – Zach let the board know that the community forest committee was continuing as planned.

X. EXECUTIVE SESSION – Personnel – 1 V.S.A § 313 (A) 4 – A motion was made by Al to enter into an executive session under 1 V.S.A. § 313 (A) 4 at 7:52 P.M. to discuss personnel matters. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. The board entered into executive session at 7:52 P.M. Zach was invited to stay. A motion was made by Al to exit an executive session at 8:10 P.M. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. The board exited the executive session at 8:10 P.M. The following actions were taken outside of executive session.

a. Raises – Al made a motion to grant a 4% raise (To include a 3% COLA Raise and a 1% Merit raise) to all employees with 1 year of employment with the Town of Canaan. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Zach will notify the employees and pertinent elected officials.
b. Stipends – Al made a motion to approve the attached listing of stipend for the 2025 year. Dillon seconded the motion. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed in the affirmative. Zach will pay for these at the next payroll.

XI. SORT MAIL/SIGN WARRANT—The board signed and executed Warrant 23-25 for $88,238.56.

XII. ADJOURN MEETING—Dillon motioned for the meeting to be adjourned, and Al seconded. Chairman Daley asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. Chairman Daley adjourned the November 10, 2025 meeting at 8:20 P.M.

TOWN OF CANAAN

Office of the Selectboard
Po Box 159
318 Christian Hill
Canaan, VT 05903

November 10, 2025

Essex County Sheriff's Department
Attn: Sheriff Trevor Colby
91 Court House Drive
Guildhall, VT 05905

Dear Sheriff Colby:

The Canaan Selectboard would like to request clarification regarding the billing of overtime hours associated with our contracted law enforcement coverage. This has been an ongoing concern for the Town, and it became particularly noticeable this past quarter when more than one-third of the patrol hours billed were categorized as overtime.

Our understanding of the 2025 service contract is that the Town is billed for 24 regular patrol hours per week. We respectfully request that these regular patrol hours be scheduled during times when deputies are not otherwise on overtime status. In other words, we ask that the weekly contracted patrol hours be fulfilled through regular duty time whenever possible. We do recognize and fully understand that emergency responses, call-outs, and other unplanned needs may occasionally result in overtime. As outlined in the contract, those emergency or call-related hours may be billed accordingly, and the Town will continue to support that understanding.

Additionally, we would like to clarify that once the contracted 24 regular patrol hours per week have been provided, any additional patrol hours may, if necessary, be billed at the applicable overtime rate. However, when these hours are billed at the overtime rate, they represent an unplanned expense for the Town, which can make budgeting and financial forecasting more difficult. Our goal is simply to ensure that the routine, scheduled patrol coverage is provided in a way that avoids creating additional, unanticipated cost.

This clarification applies only to planned, routine patrol coverage, and not to emergency response situations or unforeseen incidents requiring immediate action. If our understanding of the contract is incorrect, or if there is a broader explanation that would be clearer through discussion, we invite you to attend an upcoming Selectboard meeting to review this together.

We value the strong working relationship between the Town and your department, and we appreciate the service your deputies provide to the community. Thank you for your attention to this matter. We look forward to continuing to work together cooperatively.

Respectfully Submitted:

Chairman Michael Daley
On behalf of the Town of Canaan Selectboard

Phone: 802-266-3370
Fax: 802-266-8253

TOWN OF CANAAN
Office of the Selectboard
Po Box 159
318 Christian Hill
Canaan, VT 05903

November 10, 2025

Northeast Kingdom Community Action (NEKCA)
Newport Administrative Office
70 Main Street
Newport, VT 05855

To whom it may concern:

On behalf of the Canaan Selectboard, we write to express our strong and unequivocal support for the Northeast Kingdom Community Action (NEKCA) program and to formally request that NEKCA continue its presence and operation here in Canaan.

For many years, NEKCA has served as a vital resource to our community. Your staff assists our residents in times of hardship, helps families meet basic needs, equips community members with tools for greater stability and independence, and strengthens the health and wellbeing of our town as a whole. These are not small contributions; they are essential ones, quietly sustaining the fabric of daily life in Canaan.

The Selectboard recognizes and deeply appreciates the compassion, professionalism, and consistency with which NEKCA engages our residents. We have seen first-hand the positive and lasting impact that your support and programming have on individuals, families, and our wider community. For some, your services have been life-changing.

We understand that operational, staffing, or funding changes may require adjustments to how services are structured or delivered. Should NEKCA need to revise its local model, we respectfully request that services remain available in the Canaan area, even if the structure changes. The need, particularly due to our rural location and limited access to other regional supports—remains significant and ongoing.

Therefore, the Canaan Selectboard respectfully requests that NEKCA maintain its services and presence within our community. You have the full, unbridled support of this Board. If there are ways we can assist in strengthening your ability to continue your work here—whether through local coordination, outreach, communication, or partnership—we stand ready to do so.
We value the role NEKCA plays in the wellbeing of our residents, and we hope to continue this longstanding and meaningful relationship for many years to come.

With appreciation and full support,
Canaan Selectboard

Chairman Michael Daley	Dillon Begin	Alfred Buckley

Phone: 802-266-3370
Fax: 802-266-8253

TOWN OF CANAAN

Office of the Selectboard
Office of the Planning and Zoning Commission
Po Box 159
318 Christian Hill
Canaan, VT 05903

November 10, 2025

Public Service Board of Vermont
112 State Street
Montpelier, VT 05620-2701
Ms. Holly Anderson, Clerk
PUC.Clerk@vermont.gov

Re: Preferred Siting Designation under Rule 5.100

Dear Ms. Anderson:

Representatives of Canaan 102 Solar LLC have reached out to us and shared information on a 500 kW-AC solar electricity generation project (the "Project") proposed on private property off Route 102 in Canaan, VT, latitude, longitude of 44.918505°N, -71.511063°W, (the "Location"). Having made our review after having received the 45-day notice for the Project, we wish to designate the Location as a "Preferred Site" under Section 5.103 of your Rule 5.100.

Please note that we take no position on the Project's compliance with any requirement of Rule 5.100 or of other applicable provisions of Vermont law. However, we do certify that this project will meet the minimum screening requirements as set forth in the Town of Canaan Zoning Bylaws Article 3 Section 323.

Respectfully Submitted:

Canaan Selectboard

By: ______________________
Michael Daley

Title: Selectboard Chair

Canaan Planning Commission

By: ______________________
Mark Bullard

Title: Zoning Board/Planning Commission Chair

TOWN OF CANAAN
Office of the Selectboard
Po Box 159
318 Christian Hill
Canaan, VT 05903

November 11, 2025

Public Service Board of Vermont
112 State Street
Montpelier, VT 05620-2701
Ms. Holly Anderson, Clerk
PUC.Clerk@vermont.gov

Re: Comments Regarding Screening – Canaan 102 Solar LLC 500 kW-AC Project

Dear Ms. Anderson:

The Town of Canaan Selectboard is submitting this letter to accompany our formal Preferred Site designation for the 500 kW-AC solar electricity generation project (the "Project") proposed on private property off Route 102 in Canaan, VT, located at latitude and longitude coordinates of 44.918505°N, -71.511063°W (the "Location"). The Preferred Site letter confirms that the Location meets the applicable criteria under Section 5.103 of the Vermont Public Utility Commission Rules and that the Project meets the minimum screening requirements under the Canaan Zoning Bylaws, Article 3, Section 323.

At the Selectboard meeting of November 10, 2025, we held a pseudo-public hearing to hear comments from abutting residents and the public, in conjunction with representatives from Canaan 102 Solar LLC and Norwich Technologies LLC. During this discussion, several abutters expressed a preference for more substantial screening than what is currently proposed. It was also made clear that a number of nearby landowners were not pleased with the Project. The Selectboard acknowledges these concerns and recognizes that it is our responsibility to protect the reasonable enjoyment and expectations of neighboring property owners, while also upholding the rights of a private landowner to use their property as they see fit. Balancing these interests is essential to maintaining fairness and community integrity.

Accordingly, the Selectboard respectfully recommends that the Project include enhanced vegetative screening, with emphasis on measures that:

- Incorporate existing natural resources and vegetation,
- Provide a consistent and visually cohesive appearance, and
- Better mitigate the overall visual impact of the array.

Phone: 802-266-3370
Fax: 802-266-8253

The Town supports the development of renewable energy, provided it is implemented in a manner that respects the character of the community and the rights of all affected property owners. We feel that the added screening measures recommended above will accomplish this balance, by mitigating visual impacts while still allowing the Project to proceed at the Location.

Thank you for your attention to this recommendation. Please contact the Selectboard if additional information or clarification is needed.

Respectfully Submitted:

Michal Daley, Chair
On behalf of the Canaan Selectboard

Phone: 802-266-3370
Fax: 802-266-8253

2025				
Bonuses and Stipends				
	Amount		**Description**	**Account Number**
CHRISTMAS BONUS				
Jason Busfield	$200.00		christmas bonus	01-011-1300
Jay Wasylna	$100.00		christmas bonus	02-021-1000
Jody Gordon	$100.00		christmas bonus	00-001-1001
Joyce Gorman	$100.00		christmas bonus	00-001-2006
April Busfield	$200.00		christmas bonus	02-021-1000
Marc Dion	$100.00		christmas bonus	00-001-5000
Zachary Brown	$350.00		christmas bonus	00-001-1001
JUSTICE OF THE PEACE	**Amount**		**Description**	**Account Number**
Laurie Daley	$100.00		jp stipend	00-001-1325
Judith Masson	$100.00		jp stipend	00-001-1325
Fern Owen Brown	$100.00		jp stipend	00-001-1325
Krista Rodrigue	$100.00		jp stipend	00-001-1325
Catherine Sawicki	$100.00		jp stipend	00-001-1325
SEWER COMMISSION	**Amount**		**Description**	**Account Number**
Dillon Begin	$275.00		sewer stipend	02-021-1014
Alfred Buckley	$275.00		sewer stipend	02-021-1014
Michael Daley	$275.00		sewer stipend	02-021-1014
Zachary Brown	$100.00		sewer stipend	02-021-1014
TRANSFER STATION	**Amount**		**Description**	**Account Number**
Dillon Begin	$100.00		transfer stipend	00-001-5015
Alfred Buckley	$100.00		transfer stipend	00-001-5015
Michael Daley	$100.00		transfer stipend	00-001-5015
ZONING BOARD	**Amount**		**Description**	**Account Number**
Cheryl Cote (Zoning Admin)	$500.00		zoning stipend	00-001-1313
Mark Bullard (Prorated 204/365)	**$140.00**		**zoning stipend**	**00-001-1313**
Kyle Moulton (Prorated 190/365)	**$130.00**		**zoning stipend**	**00-001-1313**
Julie Giroux	$250.00		zoning stipend	00-001-1313
Margaret Knapp	$250.00		zoning stipend	00-001-1313
Larry Pryor	$250.00		zoning stipend	00-001-1313
CEMETERY STIPENDS	**Amount**		**Description**	**Account Number**
Dennis Fuller	$350.00		cemetery stipend	00-001-1900
Walter Noyes	$350.00		cemetery stipend	00-001-1900
Alfred Buckley	$350.00		cemetery stipend	00-001-1900
SELECTBOARD	**Amount**		**Description**	**Account Number**
Alfred Buckley	$2,000.00		Selectboard stipend	00-001-1000
Michael Daley	$2,000.00		Selectboard stipend	00-001-1000
Dillon Begin	$2,000.00		Selectboard stipend	00-001-1000
ON CALL STIPEND	**Amount**		**Description**	**Account Number**
April Busfield	$ 1,441.73		$2883.46/2	02-021-1000
Jason Busfield	$ 1,050.00		40 * $26.25	01-011-1300
Jay Wasylna	**$ 230.00**		**40 * $23.00 (Prorated 91/365)**	**02-021-1000**