

Town of Canterbury  
Selectmen's Meeting  
January 20, 2020

Selectmen Present: Art Hudson  
Cheryl Gordon  
George Glines  
Town Administrator: Ken Folsom

The meeting was called to order at 5:00 PM

**Administrative**

The Board signed: A/P Manifest (2)  
P/R Manifest  
Employee leave request  
Land Use Change Tax Interfund transfer  
2020 Wage approvals  
Intent to Cut Form

**Minutes**

The Selectmen reviewed the minutes of the January 6, 2020 Selectmen's meeting. George made a motion to approve the minutes as amended. Cheryl seconded the motion. All in favor by roll call, motion carried.

**New Business**

Ken updated the Selectmen on a possible zoning violation. Ken is waiting for a return call from New Freedom Academy.

Ken reported that he has sent an email to the Attorney for 109 Ayers Road to make arrangements for the Building Inspector/Code Enforcement Officer to visit the site.

Ken stated that a webinar will be held on Wednesday, January 22, 2020 at 10:00 AM for updated Election rules.

Ken presented a letter for the Board to sign to Barbie Tilton regarding a land use change tax.

**Appointments**

Town Clerk/Tax Collector Sam Papps

Sam reported that the document scanning project is under way. He will be sending out delinquent tax notices by weeks end. Sam has been looking into offering Snowmobile registrations and Fishing licenses. He has submitted a letter to Fish & Game to see if Canterbury will be approved.

Sam explained that both he and Jamie attended a seminar on updated election laws.

The Board thanked Sam for attending.

Road Agent John O'Connor

John reported that the equipment seems to be holding up. The salt and sand use is consistent with years past.

The overtime budget has been hit hard with the weekend storms. They are currently doing some culvert and ditch work on Misery Road.

The Board thanked John for attending.

Deputy Chiefs Nick Baker & Scott Doherty

Nick distributed the statistics of the department.

Nick reported that one member continues to progress with their Advance EMT program. Another member has finished the AEMT course and has scheduled the testing.

Nick updated the Selectmen on the training performed.

Nick explained that the AFG Grant SCBA units have been delivered. Most members have completed fit testing.

They are working on a grant for a SCBA compressor replacement. Lt. Nelson has been working with the new Building Inspector Joel French to coordinate inspections.

Engine 3 has had low beam headlights replaced with LED's; high beams will be replaced in the beginning of February.

Rescue 1 is at Grappones for repairs to the thermostat and clutch fan.

Lt. Nelson is creating a new inventory for each apparatus to assist with efficiency and training new members.

The Board thanked Nick and Scott for attending.

Police Chief Mike Labrecque

Mike distributed the statistics of the department.

Mike reported that the interior of the Police Department is being painted. The Town of Loudon will be reimbursing Canterbury for a new push bar on the cruiser that was damaged by one of their fire trucks.

Mike stated that the State has granted an intox machine to the department and is currently working with the IT Company.

Ken reported that the Energy Audit that was done in prior years showed that the building had heat loss from a gap in the insulation. He and Dave Nelson walked around the inside and outside of the building with a thermal imager, and couldn't find any insulation gaps. Larry Martin will be submitting a proposal to change over the interior lights to LED. Larry will also be doing some research on the number of fans that should be installed in the bays in the fire and highway department.

Budget Committee: Tyson Miller, John Carr, Bob Scarponi, Bob Steenson and Briggs Lockwood attended to discuss the proposed 2020 budget.

The Committee reviewed the Election/Financial portion of the budget with Sam. Sam explained some of the increases in the budget are due to the number of elections this year. The IT budget for the Town Clerk/Tax Collector shows increases for 2 new printers.

The committee had no further questions for Sam and thanked him for attending.

The Committee reviewed the Highway Budget with John O'Connor. John explained that he has submitted a warrant article for a new highway truck to replace the 2008 Sterling (T-2). This purchase would have no impact to the tax rate as the funds will be coming from the highway truck capital reserve. John explained that some of the increases are due to health insurance, disability insurance and necessary vehicle repairs.

A brief discussion was held on the increase to the ground water testing. Currently Aries is now testing for PFA's.

The committee had no further questions for John and thanked him for attending.

The Committee reviewed the Police Department Budget with Mike Labrecque. Mike reported that he will be decreasing the overtime wage line by \$6,000. They will not be participating in the step grant this year. A brief discussion was held on establishing a rotating fund for income derived by the details by the police department.

Mike discussed the proposed warrant article for body cameras. This would be a 5-year lease program. The cameras would be upgraded every 2.5 years, they will get 7.5 years' worth of cameras for the price of 5 years.

The committee had no further questions for Mike and thanked him for attending.

The committee reviewed the Fire Department Budget with Nick Baker and Scott Doherty.

Nick explained the repairs they would like to make to the Rescue Truck, this would extend the life of the truck another 3 – 4 years. Nick explained the changes that would be made to the truck making it safer for the members getting equipment from the vehicle. Nick will get the costs and changes necessary for Town meeting.

A discussion was held on the warrant article submitted for a UTV for the fire department. This vehicle is more maneuverable in the woods and would be helpful with searches in the woods. The purpose of this would be to be able to move people to the emergency situation quicker. This

would have no impact to the tax rate as this will be funded by the Fire Equipment Capital Reserve.

Nick reported on the 2 additional warrant articles for the Fire Department. One for a Zoll Heart Monitor. The existing monitor will no longer be supported beyond 2021. Nick explained that year, they would like to purchase a quality AED for the Fire Engine in the future. The other is for an air-refilling compressor for the SCBA's

The committee had no further questions for Nick and Scott and thanked them for attending,

The Committee discussed the proposed capital reserve for library repairs. The committee felt that it was not necessary to create a new capital reserve when there is already one for Town buildings. The Selectmen and Committee agreed to eliminate that warrant article.

The Selectmen thanked the Committee.

Art made a motion to adjourn at 8:07 PM. George seconded the motion.

The next scheduled Selectmen's meeting will be held on Monday, February 3, 2020 at the Meetinghouse.

Respectfully submitted,

Jan Stout  
Administrative Assistant