

**TOWN OF CANAAN BOARD OF FINANCE**  
Regular Meeting  
Monday, January 11, 2010 6:30 p.m.  
Town Hall, 108 Main Street, Falls Village, CT 06031

**PRESENT:** Co-Chairman/Regular Member, George Elling, Co-Chairman/Regular Member, Louis Timolat; Regular Members Of the Board: Chuck Lemmen, Tom Grayson, Kent Allyn, John Allyn and Alternate Member, Suzanne Chinatti.

Also present: Patricia Mechare, First Selectman and Linda Paviol, Town Treasurer. Also present, Patrick Sullivan, Lakeville Journal Representative.

**ABSENT:** N/A.

Regular Meeting called to order at 6:30 p.m. by Chairman, Chuck Lemmen.

**AGENDA**

**Public Comment:** N/A

**Reports/Reports for January 11, 2010 BOF Meeting:**

**-Secretary's Report (December 14, 2009 Regular Meeting): MOTION by Timolat, seconded by Lewis and carried unanimously, it was moved to accept, as presented, the minutes of the December 14, 2009 Regular Meeting.**

**Treasurer's Report -(December, 2009): Explanation of Revenue budget by Linda Paviol, with comment that expenses were on track and some revenues from the State are yet to be received, and it was so noted by Elling that the reports included a percentage of the timeframe period, as previously requested.**

**MOTION by Grayson, seconded by Kent Allyn and carried unanimously, to receive the Treasurer's Report (December, 2009) as presented.**

**-Tax Collector's Report (December, 2009): No report available this month as a result of computer problems (two reports next month).**

**-Board of Education Report: MOTION by Timolat, seconded by Lemmen and carried unanimously, to table the Board of Education Report to the next Regular Meeting to allow time for the members to review the report.**

**-First Selectman's Report, presented by First Selectman, Pat Mechare:**

**-STEAP Grants in process:**

**--STEAP/103 Main Street/FVCT – update: moving forward, final item obtained from FVCT and provided to Dept. of Social Services, currently being reviewed by contact person, process should take 6-8 weeks; FVCT building committee will prepare documentation necessary for septic work and drainage. FVCT will seek services of an architect or project manager and would like to hire a historic engineer regarding building preservation;**

**--STEAP/FVVFD –Pat advised that she followed up on the paperwork that was submitted in mid-November and learned that the contact person was no longer there, which led her to contact another party and the packet has now been forwarded to the correct contact person for review; Pat further reported that a draft contract would be forthcoming for the new \$200,000.00 STEAP grant award;**

--107 Main Street/rental of lower space: Mechare advised that there was no interest on any potential tenants for the space but that the rental continues to be advertised in local papers and realtor, John Harney has a listing for the space. Mechare further reported that there is a process to go through to designate a change of use of the space should no tenants be forthcoming. Lemmen commented that the administration building of HVRHS might be in need of a rental, given it was his understanding that the current house is being evaluated for tear down or renovation. Mechare advised that she would see if there was any interest;

--Water Tanks: Mechare advised that the water tanks were currently under construction and should be built by February 14<sup>th</sup> and that all underground work needs to be done for electrical and the Town would be digging the trenches and was hopeful that all connections would be in before the tanks were ready;

---Timolat commented that the town roads have been very well taken care of this winter.

### **Communications:**

-Elling advised of an email from Andrea Downs on behalf of the Board of Education, asking of there were any considerations the Board of Education should be aware of in preparing the budget with an indication that this year's budget would reflect a greater increase than previous budgets. After discussion, it was noted that Kent Allyn would have a discussion with Downs regarding a target of increase;

-Lemmen reported of a communication to the Water Commission from the Town Auditor setting forth recommendations with regard to a budget and capital plan and additional signatures on checks for significant financial transactions;

-Lemmen summarized materials (State of CT single audit and financial statements handbooks) received from the Auditor. No action required at this time/annual Town meeting required.

### **Old Business:**

#### **Tabled Reports from December 14, 2009 BOF Meeting:**

**-Secretary's Report (November 9, 2009 Regular Meeting): MOTION by Kent Allyn, seconded by Grayson and carried unanimously, it was moved to accept, as presented, the minutes of the November 9, 2009 Regular Meeting.**

**-Treasurer's Report - (November, 2009): MOTION by Lemmen, seconded by Timolat and carried unanimously, to receive the Treasurer's Report (November, 2009) as presented.**

**-Tax Collector's Report (November, 2009): MOTION by Lemmen, seconded by Grayson and carried unanimously, to receive the Tax Collector's Report (November, 2009) as presented.**

-Board of Education Report: None.

-First Selectman's Report: Mechare added to her report (above) regarding the ongoing concern with the iron bridge (that bridges Falls Village and Amesville (Salisbury) and of a joint meeting proposed by Salisbury's Selectman, Curtis Rand, for the end of January. The Town of Salisbury has contracted with an engineering firm and a report is being prepared as to recommendations for the bridge. Mechare advised that she expects to have the information by the February Board of Finance Regular Meeting with recommendations to correctly repair, paint, etc. and expects that it would be very expensive given a recent assessment by the state, which is poorly rated by the State and most recently the weight limit was reduced resulting in the inability for fire trucks to cross the bridge. (Mechare will provide a copy of such State Report to Timolat and also advise Timolat of the meeting so that he can attend the meeting given his background and knowledge regarding the bridge and obligations by the Town of Canaan for repairs, which are most likely to be costly.)

**New Business**

-2009 BOF Annual Report: Grayson volunteered to prepare the 2009 BOF Annual Report regarding the budget, which Lemmen agreed to review. It was so noted that the report should reflect the condition of the budget, future impact on change in state funds and further indicate that one-time opportunities were previously exercised.

**Adjournment: On MOTION by Timolat, seconded by Kent Allyn the meeting adjourned at 7:16 p.m.; Unanimous.**

Respectfully submitted, Alice Macchi, Recording Secretary.