TOWN OF CANAAN

BOARD OF SELECTMEN, REGULAR MEETING MINUTES August 11, 2025 @ 6:00PM

Town Hall, 108 Main Street, Falls Village, CT IN-PERSON, AND VIA ZOOM

For a video of the meeting, please go to the following link: https://youtu.be/HkFPnHlCy8c

Members Present:

In person: David Barger, Christopher Kinsella, and Judy Jacobs

Via Zoom: None

1) <u>Call to order</u>: David Barger called the meeting to order at 6:00 pm.

2) Agenda:

Judy Jacobs made a motion to add the following items to the agenda:

7B2 and 9C Appointments to Planning and Zoning

7C2 CCTV Camera expense allocation

7E Communication from Town Clerk

7F Transfer Station report.

7G and 9D Recommendation to Town Meeting for allocation from Truck Reserve

7H - TAHD Dental Health access

7I Sand Hill Cemetery update

7J Update on Volunteer Grant Group

5B June 30, 2025, Tax Collector Report

Chris Kinsella seconded the motion: unanimous.

3) Public comment: None were received in writing.

4) Secretary's Report

Chris Kinsella made a motion to approve the minutes for the Board of Selectmen's Regular Meeting held on July 14, 2025. Judy Jacobs seconded the motion; unanimous.

Judy Jacobs made a motion to approve the minutes for the Board of Selectmen's Special Meeting held on July 28, 2025. Chris Kinsella seconded the motion; unanimous.

Judy Jacobs made a motion to approve the minutes for the Board of Selectmen's Special Meeting held on July 31, 2025. Chris Kinsella seconded the motion; unanimous.

5) <u>Treasurer's and Tax Collector's Report:</u>

Judy Jacobs made a motion to receive the May 31, 2025, Treasurer's Report. Chris Kinsella seconded the motion. Judy Jacobs and David Barger voted yea, Chris Kinsella voted nay; motion carried.

Judy Jacobs made a motion to receive the Tax Collector's Report for June 30th, 2025, and July 31, 2025. Chris Kinsella seconded the motion. Judy Jacobs and David Barger voted yea, Chris Kinsella voted nay; motion carried.

6) Communications:

- a) Written:
 - 1) Thank you letters from Project Sage, Susan B Anthony, and Chore Service.(attached)
 - 2) Recognition of Avery Tripp for outstanding accomplishments in karate (see attached).
- b) Oral Communication:

None

7) First Selectman's Report presented by David Barger:

- a) STEAP: David Barger will be attending a meeting on 8/20 for further information on the STEAP process.
- b) <u>Planning and Zoning</u>: Ruth Skovron has resigned from Planning and Zoning she was thanked for her dedicated service. See New Business 9C.
- c) CCTV for Ballot Box and Security: See New Business 9B.
- d) <u>FEMA</u>: On August 26th there will be a meeting to discuss the Flood Interaction Rate Map.
- e) Town Clerk Communication: See attached.
- f) Transfer Station Report: See attached.
- g) Truck Reserve Allocation: See New Business 9D.
- h) Torrington Area Health Department regarding Dental Health Access: See attached.
- i) Sand Hill Cemetery: Karl Munson and Tracey Wilson were praised for their work at the cemetery.
- j) Volunteer Grant Group: Chris Kinsella reported the Grant Group is currently working on an AARP grant for the Senior Center, with the Social Services Director's input. Chris also reminded the Selectmen the Grant Group is willing to be on a Town Committee to assist with the implementation of the STEAP grant. Dave tabled the discussion until after the August 20 meeting to gather more information on the process. Dave also announced Linda Paviol was hired to manage the money aspect of the grant.

8) Old Business:

- a) <u>35 Railroad Street</u>: **No action taken**. Chris Kinsella suggested a follow-up meeting with the 35 Railroad St Committee. One will be scheduled.
- b) Economic Development: No action taken.
- c) Affordable Housing Task Force: No action taken. A meeting was held on August 6, 2025.
- d) CEN Update No action taken. David Barger announced CEN was ready for installation.
- e) Cobble Rd Culvert and Bridge No action taken. Meetings will be held on 8/19.

9) New Business

- a) Tax Abatements/Suspense List: None.
- b) CCTV Camera Allocation:

Judy Jacobs made a motion to recommend to the Board of Finance, to recommend to Town Meeting, the allocation of up to \$9000 for the purpose of purchasing CCTV cameras to oversee the ballot box (State requirement) as well as the front and rear of the Town Hall, to come from the 107/108 Main Street Reserve account number 170263541. Chris Kinsella seconded the motion; unanimous.

c) Planning and Zoning:

Judy Jacobs made a motion to accept the resignation of Ruth Skovron from the Planning and Zoning commission, with appreciation. Chris Kinsella seconded the motion; unanimous.

Chris Kinsella made a motion to appoint Tim Metzger as a regular member of Planning and Zoning, to fill the vacancy of Ruth Skovron, with a term ending 11/13/27. Judy Jacobs seconded the motion; unanimous.

Judy Jacobs made a motion to appoint Kathy Clark as an alternate member to the Planning and Zoning commission to fill the vacancy created by Timothy Metzger, with a term ending 8/11/29. Chris Kinsella seconded the motion; unanimous.

d) Truck Reserve Allocation:

Chris Kinsella made a motion to recommend to the Board of Finance, to recommend to Town Meeting, the allocation of up to \$180,000 from the Truck Reserve account # 51001439, for the purpose of purchasing two new town trucks. Judy Jacobs seconded the motion; unanimous.

10) Discussion:

- a) Solar Project: Meeting to be scheduled.
- b) Bridge/Infrastructure: Meeting to be scheduled.

- 11) Other Business to Come Before the Board of Selectmen:
- 12) Public Comment 2: None received in writing.
- 13) Adjournment: Chris Kinsella made a motion to adjourn the meeting at 6:53pm. Judy Jacobs seconded the motion; unanimous.

Respectfully submitted by Recording Secretary, Denise Cohn.

Attachments:

Planning and Zoning Communication
Town Clerk communication
Transfer Station Report
CCTV estimate
TAHD dental access
Susan B Anthony communication
Chore Service Communication
Project Sage communication
Letter to Avery Tripp
Ruth Skovron communication
Truck Reserve request from Tim Downs

Treasurers Report and Tax Collectors Reports are attached to the 8.11.25 Board of Finance Minutes.

Let's Talk about Dental Access! An Opportunity for Rural Residents

Wednesday, August 13, 2025 6:00 PM - 8:00 PM Virtual Zoom Meeting PRE-REGISTRATION IS REQUIRED



COHI, a Connecticut non-profit, is hosting a forum for rural residents who struggle with access to oral health care and either do not have dental insurance OR are enrolled in HUSKY Health. We want to learn about the difficulties you face and your past experiences receiving dental services.

Participants will receive:

- A \$50 gift card
- Free oral health supplies
- Oral health resources
- An opportunity to advocate

Sign Up Here:



For questions, contact Sharon at (475) 334-0020 or sharond@oralhealth.org



Town of Canaan Transfer Station

Selectman Report

Date: 7/8/25

To: Town of Canaan Board of Selectman

From: Peter Roussis - Transfer Station Coordinator

Report for the months of April, May & June

Waste Recycling:

MSW (Municipal Solid Waste) 112.44 tons SSW Recycling 22.93 tons

Income:

Bulky Waste: \$3,900.00

Expenses:

MIRA tipping fees: \$14,729.64

Transport fees: \$ 9,782.39

Suburban Sanitation (portable toilet): \$480.00

Equipment Rental: \$807.36

Bulky Waste fees: \$912.73

Sharon Electric: \$99.61

Total Expenses: \$

(does not include salaries, telephone, or electric)

TOWN of CANAAN 108 Main Street PO Box 47 Falls Village, CT 06031-0047



Telephone 860-824-0707 x10

Fax 860-824-4506

E-Mail townclerk@canaanfallsvillage.org

Website canaanfallsvillage.org

August 4th, 2025

SUBJECT: Request for Information from Boards and Commission

Dear Board of Selectmen,

We are writing to formally request updated written information from all boards and commissions. To promote transparency and support effective administration, we kindly ask that this information be submitted regularly via email moving forward.

Specifically, we are requesting updates on the following:

- Current members, including term start and end dates, and titles (e.g., Chair, Secretary, Member, Alternate)
- Any resignations
- Any existing or upcoming vacancies

hama M. Mann

Thank you for your attention to this request. We appreciate your cooperation in helping to keep our records accurate and up to date.

Sincerely,

Johanna M. Mann, CCTC

Town of Canaan Town Clerk/ Registrar of Vital Statistics

Emily E. Peterson

Town of Canaan Assistant Town Clerk / Registrar of Vital Statistics

Board of Selectman

The town is in need of two new trucks for the highway department. The town pickup is a 2007 Chevrolet 1500, a ½ ton rear wheel drive pickup used every day to check roads, carry signs to jobs, parts runs, repairs on roadsides, carries tools and equipment to all jobs on the road. We bought it used in 2009 with less than 5,000 miles on it. This truck has been very good for the last 16 years. It is 18 years old and getting very rusty. We need to upgrade to a truck that will better serve the town.

The new truck will be 2026 Ford F250 4 wheel drive with a flatbed and snow plow gas engine automatic transmission. The cost of this truck will be \$64,810.10 on state contract.

The small dump truck is a 2006 GMC 5500 4 wheel drive with a 10 foot v plow and 3 yard dump body, the town bought it new in 2006. This truck is used every day for checking roads hauling asphalt patch, wood chipper and chip box, and garbage route twice a week, all activities on roads every day. It has a plow route of its own. This truck plows parking lots down town, senior center, Daycare center, Kellogg school, Transfer station, Firehouse and it helps with dirt roads and intersections around town. This is the most used truck of our fleet and the only 4 wheel drive. We have been very happy with this truck and its ability to fill the needs of our town but we are having a very hard time getting parts to keep it running. In some cases making our own parts for the drivetrain.

The new truck we have chosen is a F 600 Ford 4wheel drive dump truck with a 3-4 yard dump body and a V-plow. A diesel engine and automatic transmission. This truck will be able to everything the old truck has done and more.

We would like to get these trucks on order right away. Truck reserve account has 180,000 dollars in it to cover the cost of both trucks.

Tim Downs



Letter of Resignation from the FV Planning and Zoning Commission

1 message

Ruth Skovron <battlehill1995@gmail.com>

Wed, Jul 16, 2025 at 5:32 PM

To: First Selectman <FirstSelectman@canaanfallsvillage.org>, Selectman Chris <SelectmanChris@canaanfallsvillage.org>, Selectman Judy <selectmanjudy@canaanfallsvillage.org>

Cc: Greg Marlowe <planningandzoning.marlowe@gmail.com>, Stephen Koshland <planningandzoningkoshland@gmail.com>

Dear Selectmen,

It has been both an honor and a privilege to serve on Falls Village's Planning and Zoning Commission for many, many years. Although my current term ends on November 13, 2027, I think it is appropriate for me to resign now in order to add new, highly qualified members to the commission.

Before offering my resignation, I spent several months searching for residents who I think will add to the strength and wisdom of the P&Z. I sought recommendations for the P&Z positions (full member and alternate) from a wide swath of people in town. Then I met with the suggested prospects.

In my final analysis, I recommended to the commission members that they strongly consider Tim Metzger and Kathleen Clark to fulfill the open positions on the P&Z.

Best, Ruth Skovron 7/16/2025



P&Z Appointments

1 message

Greg Marlowe P&Z <planningandzoning.marlowe@gmail.com>
To: Selectman First <FirstSelectman@canaanfallsvillage.org>

Tue, Aug 5, 2025 at 12:26 PM

Good afternoon Dave,

Please add to your upcoming agenda, as you already know, the resignation of Ruth Skovron from the P&Z. If accepted, the Planning and Zoning Commission would ask for your board to appoint current alternate Tim Metzger to fill Ruth's term as a regular member expiring 11/13/27. If this is approved the Commission would then ask for your board to appoint Kathleen Clark to fill Tim's alternate role expiring 8/11/29. Thank you for your attention to this matter.

Greg Marlowe, P&Z Chair Sent from my iPhone

TOWN of CANAAN Office of First Selectman 108 Main Street PO Box 47 Falls Village, CT 06031-0047



Telephone 860-824-0707 x23 Fax 860-824-4506 Website canaanfallsvillage.org

Dear Avery,

On behalf of the Town of Canaan and the Board of Selectmen, we are writing to you today to express our sincere congratulations on your recent athletic accomplishment. We were thrilled to hear about your earning of the title as the *International Sport Karate Association "2025 Female World Breaking Champion"*.

Your dedication and hard work is truly inspiring. We know how many hours you've dedicated to training, the sacrifices you've made, and the challenges you've overcome. Your success is a testament to your perseverance and talent.

This accomplishment is not only a personal triumph for you but also a source of pride for your friends, family, and our community. It serves as an inspiration to others to pursue their goals with passion and determination.

We are confident that this is just the beginning of many more successes to come. We wish you all the best in your future endeavors and look forward to celebrating your continued achievements.

Wishing you all the best,

-David R. Barger

Judy Jacobs

Chris Kinsella

First Selectman

Selectman

Selectman



Dated this 28th day of July 2025



A DIVISION OF BERKSHIRE ELECTRONIC PROTECTION, INC.

P.O. Box 879 Litchfield, CT 06759 (Mailing) 1385 New Litchfield Street Torrington CT 06790 Phone (860) 489-5080 * info@berkshirealarm.com

QUOTE # BEPQ9836-01

Date Aug 4, 2025

Site Address & Contact Person

Canaan, Town of David Barger 108 Main St., PO Box 47 Falls Village, CT 06031

Fax

Phone (860) 824-0707 XT 23

CAN USE LAN	Bill	
Phone Fax		
Fax		

To furnish and install a commercial grade IP Mega-Pixel surveillance system.

Salesperson	CSID	ARS#	Teri	ms
David Wilson			See Note	Below
Qty Part #	Descript	tion	Unit Price	Ext. Price
1	PROPOSED SCOPE OF WORK:		\$5,358.90	\$5,358.90
	To furnish and install a 5MP-IP 4mm lens. Camera is a vandal pro			
	CAM#1 Absentee ballot box, le	ft side of building.		
	2.) To furnish and install all equipr equipment rack.	ment on a town provided		
	3.) To furnish and install a 750 VA	UPS / surge suppressor *	12	
	4.) To furnish and install a network equipment rack.	k POE switch in the		
	5.) To program and configure the images from the individual devices	system to record all desirable		
	6.) To assist with configuring and viewing app for your mobile web er	programming the remote nabled device.		
	NOTE: System will require a netwo services. Some assistance may be support vendor.	ork drop for the remote e necessary from your IT		

Qty Part #	Description	Unit Price Ext. Price
DWC-MVA5WIAT	Digital Watchdog DWC-MVA5WIAT MEGApix IVA 5MP IR Vandal Ball IP Camera, 2.7-13.5mm Varifocal Lens, White	
DWC-VAWM	Digital Watchdog DWC-VAWM Wall Mount Bracket for Vandal Ball Cameras	
DW-BJDX3108T	Digital Watchdog DW-BJDX3108T Blackjack DX3 NVR with DW Spectrum, 180Mbps, Windows OS, 8TB HDD	
EN750LCD	MINUTEMAN EN750LCD UPS 750VA 5-BAT/ 5-SURGE LCD SCRN	
0E-C5EPP12	W BOX 0E-C5EPP12 CAT5E PATCH PANEL 12 PORT, Vertical	
TPE-TG81G	TRENDnet TPE-TG81G 8-PORT GIG SWITCH POE+ 30W	
63301101	(0.5) GENESIS CABLE 63301101 CAT5e, 24/4 pr communication cable, CM, White: 1000' Box	
BA-MISC 30 **	Class II Wiring & miscellaneous job related devices and hardware, including but not limited to back boxes and assorted connectors.	
BA-LBR1	(8) ONE MAN LABOR FOR THE INSTALLATION OF SPECIFIED SYSTEM 1 Man 1 Truck (As required)	
BA-LBR Wage 2	(8) TWO MAN LABOR FOR THE INSTALLATION OF SPECIFIED SYSTEM One licensed tradesman and one registered apprentice.	
1	PROPOSED SCOPE OF WORK: To expand the base surveillance system.	\$1,779.98 \$1,779.98
	1.) To furnish and install a 5MP-IP network camera with a fixed 4mm lens. Camera is a vandal proof ball / turret.	
	CAM#2 Town Hall front entrance (Interior). CAM#3 Rear handicap ramp (exterior)	
	2.) To program and configure the system to record all desirable images from the individual devices.	
	3.) To assist with configuring and programming the remote viewing app for your mobile web enabled device.	
DWC-MVA5WIAT	(2) Digital Watchdog DWC-MVA5WIAT MEGApix IVA 5MP IR Vandal Ball IP Camera, 2.7-13.5mm Varifocal Lens, White	
DWC-VAWM	Digital Watchdog DWC-VAWM Wall Mount Bracket for Vandal Ball Cameras	
BA-MISC 30 **	Class II Wiring & miscellaneous job related devices and hardware, including but not limited to back boxes and assorted connectors.	
BA-LBR1	(4) ONE MAN LABOR FOR THE INSTALLATION OF SPECIFIED SYSTEM 1 Man 1 Truck (As required)	

08/04/25 18:04:22 2 of 3

Qty Part #	Description		Unit Price	Ext. Price
			-	
BA-LBR Wage 2	(4) TWO MAN LABOR FOR THE INSTALLATION OF SPECIFIED SYSTEM One licensed tradesman and one registered apprentice.	e		
1	PROPOSED SCOPE OF WORK:		\$1,434.39	\$1,434.39
	1.) To expand the proposed surveillance system by addingremote 40" monitor to be viewed by the Town Clerk staffer	ga s.		
	2.) Monitor to be wall mounted, front corner above the destations.	sk		
	3.) To cable back to the equipment rack in basement.			
	4.) To program and configure this device with the DW can system.	nera		
	NOTE: 120VAC power to be provided by towns electrical contractor.			
0E-43MON1080	W-Box / Capture 0E-43MON1080 43" Pro Series High Brightness LED Monitor			
AM3255	Vanco AM3255 Articulating TV Wall Mount for 32" to 55 Displays, Black	5"		
DW-HDSPOTMO D	DIGITAL WATCHDOG DW-HDSPOTMOD IP, 4CH SPO MODULE, HDMI OUT	ТС	Į.	
HDMI06	W-BOX HDMI06 6 FT HDMI V1.4 CABLE W/ ETH			
BA-MISC 30 **	Class II Wiring & miscellaneous job related devices and hardware, including but not limited to back boxes and associant connectors.	orted	1	
BA-LBR Wage 2	(3) TWO MAN LABOR FOR THE INSTALLATION OF SPECIFIED SYSTEM One licensed tradesman and one registered apprentice.			
will become part of the final agreement which must be executed before installation or services can commence. A 1/2 deposit will be due upon signing the agreement, and progress payments		Sub	Total	\$8,573.27
		Тах		\$0.00
		Tota		\$8,573.27
Signed		Date	d	



Susan B. Anthony Project SAFETY • HEALING • GROWTH

179 Water Street Torrington, Connecticut 06790 860-489-3798 www.sbaproject.org

Board of Directors

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Executive Director Alisha Donovan

July 25, 2025

David Barger, First Selectman Town of Canaan P.O. Box 47 Falls Village, CT 06031

Dear David:

Thank you very much for the gift of \$1,400 from the Town of Canaan. We truly appreciate the support you have shown to Susan B. Anthony Project and the victims and survivors we serve.

Sexual and domestic violence against women, children and men knows no boundaries; it happens in every city and town Susan B. Anthony Project serves.

Our programs and services have grown to address the needs of victims and their children. Your support provides 24-7 hotline services, residential services that include emergency shelter and transitional housing, criminal and civil court accompaniment and support, individual and group counseling along with supporting our outreach and prevention efforts.

This gift will transform the lives of the women, children, and men whom we support in so many ways. Your generosity makes a difference.

Thunk your for your generous August

On behalf of all our clients, thank you.

Sincerely,

Alisha Donovan Executive Director

P.S. This letter confirms that we did not provide you with any goods or services in consideration of this contribution. Please retain this letter for your tax records, as your donation is tax-deductible to the extent allowed by law.



Chore Service, Inc.

(860) 435-9177 PO Box 522, Lakeville, CT 06039

chore@dhoreservice.org
www.choreservice.org
HCA:0000315

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Jame MacLaren

July 9, 2025

Mr. David R. Barger, First Selectman Falls Village, Town of Canaan Town Hall 108 Main Street P.O. Box 47 Falls Village, CT 06031

Dear First Selectman Barger,

The Board of Directors, staff, and clients of Chore Service are deeply grateful for the Falls Village, Town of Canaan's FY2025-26 budget allocation of \$3,000. Your support will help us continue to provide essential in-home, non-medical assistance to older adults and those with disabilities residing in your community.

Please accept this letter as our official request for release of the funds. The check should be made out to Chore Service, Inc. and mailed to,

Chore Service, Inc. P.O. Box 522 Lakeville, CT 06039

Our upcoming Town Annual Report will provide detailed impact data, including the number of residents served and hours of services provided.

Please feel free to contact me at <u>jane@choreservice.org</u> or 860-435-9177 if you have any questions or require additional information. Thank you.

Sincerely,

Jane MacLaren
Executive Director



PROJECT SAGE ANNUAL REPORT July 1, 2024- June 30, 2025

Linda Paviol

Canaan - Falls Village Canaan - Falls Village Town Hall 100 Main Street Canaan, CT 06018

July 25, 2025

Dear Linda,

On behalf of Project SAGE, we extend our gratitude to the Town of Canaan - Falls Village for your continued commitment to our mission to end interpersonal and relationship violence and to support survivors across Northwest Connecticut and the surrounding tri-state area. Your grant of \$2,250.00 this past year has been critical in helping Project SAGE continue to strengthen our programs and support services.

Since our founding in 1979, Project SAGE has remained dedicated to creating social change to end interpersonal violence by challenging attitudes about power, control, and gender norms, while advocating for victims and survivors. This past year, with your support, Project SAGE has continued to serve as a critical community resource, providing comprehensive, trauma-informed services to individuals and families seeking safety, stability, and a path forward.

In FY 2024-2025, your support helped make possible:

- Emergency Shelter: 1,400 nights of safe shelter provided to 28 clients in crisis.
- **Direct Services:** Support for approximately 800 adult and youth clients, including ongoing counseling and safety planning.
- Hotline/Crisis Response: 1,910 hotline calls received, providing immediate crisis support 24/7.
- Court Advocacy: Assistance provided to 613 victims of family violence navigating criminal and civil courts.
- Housing Stability: Ongoing work with our Housing Specialist Advocate to help clients access and maintain stable, safe housing through our HUD-funded Rapid Rehousing program.
- Prevention Education:
 - o 317 workshops in Region 1 schools and local daycares, providing education on healthy relationships, boundaries, and consent to children and teens.
 - 46 workshops for adults, reaching over 400 community members.
- Community Engagement: Participation in 16 outreach events, with awareness materials distributed through 87 Main Street Partner businesses.

TBA FOR ER ST #717 LAKEVILLE OT 05089

Office 860-364-1980 Holline 860-364-1990



- Training the next generation: Hosting high school and college interns to expand our reach while providing learning opportunities for the next generation of advocates.
- We also recently marked **one year with our Executive Director**, Kristen van Ginhoven, who continues to guide our work with clarity, compassion, and a commitment to building stronger systems of support for those we serve. Today, she leads a dedicated team of 16 staff, a committed Board of 16 members, and an entire community of volunteers that help us across all areas- from driving clients around to covering the front desk to organizing donations and more. Collectively, we ensure that Project SAGE can continue to live our mission and thrive into the future.

Looking ahead, we are actively preparing and fundraising for the final phase of our building renovations. This next phase will expand our trauma-informed environment by creating additional private counseling spaces, dedicated youth and family meeting areas, and enhanced community programming rooms. These improvements will strengthen our ability to meet the increasing demand for services while fostering a welcoming and safe space for clients and community partners alike.

As we move into this next chapter, we remain focused on our shared vision: building safer, healthier communities where all individuals can thrive free from violence. We are deeply grateful for the Town of Canaan - Falls Village's partnership in this mission, and we look forward to continuing to work together to support residents and build a stronger, more connected Northwest Corner.

Please feel free to contact me if you would like to discuss these updates or learn more about our plans for the year ahead.

With gratitude,

KW)

Respectfully submitted,
Kristen van Ginhoven
Executive Director, Project SAGE
kristenvg@project-sage.org
(860) 364-1900 x 100