

TOWN OF CANAAN
BOARD OF SELECTMEN SPECIAL MEETING MINUTES

Wednesday, June 17, 2026 @ 8:30AM

Town Hall

108 Main St., Falls Village, CT 06031

IN PERSON

MEETING MINUTES

- *In attendance:* First Selectman Dave Barger, Selectman Judy Jacobs, Selectman Chris Kinsella, Treasurer Michelle Hansen, Town Clerk Johanna Mann, Town Cemetery Sexton Tracey Wilson and *public* Jessica Dean and Patrick Sullivan
- 1. Meeting called to order at 8:30AM by First Selectman Dave Barger
- 2. Review and discussion of *Town of Canaan Hybrid Green Burial Rules and Regulations with a presentation by Town Cemetery Sexton Tracey Wilson;* motion by Selectman Judy Jacobs for the *Town of Canaan Hybrid Green Burial Rules and Regulations* to be adopted by the Town for the (6) cemeteries maintained by the Town of Canaan; seconded by Chris Kinsella; Vote Unanimous
- 3. Reappointment of Johanna M. Mann as Town Clerk to serve a term of (4) years - (June 30, 2026); motion by Selectman Chris Kinsella; seconded by Selectman Judy Jacobs; Vote Unanimous; discussion regarding '*An Ordinance Concerning Duties, Hours, Salary, Health and Retirement Benefits of the Town Clerk*' tabled by consensus
- 4. Received with regrets a *Letter of Resignation from the Recreation Commission from Melissa Lopes as Chair and Member (effective June 30, 2026)*; it was noted by all BOS members that Melissa was an integral part of the Recreation Commission
- 5. Selectman Chris Kinsella made a motion to adjourn at 9:05AM; seconded by Selectman Judy Jacobs; Vote Unanimous

Minutes respectfully submitted,

David R. Barger

Town of Canaan
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Connecticut Fall Town 021
AN EQUAL OPPORTUNITY EMPLOYER
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AN ORDINANCE CONCERNING DUTIES, HOURS, SALARY, HEALTH AND RETIREMENT BENEFITS OF THE TOWN CLERK

BE IT ORDAINED by the Assembly of the Town Meeting that the following statements will describe the position of Town Clerk in the Town of Canaan (Falls Village), Connecticut.

1. The Town Clerk shall have duties as specified by the Connecticut General Statutes, Section 7, Chapter 92.
2. The Town Clerk shall have the following minimum office hours: Monday, Tuesday, Wednesday and Thursday from 9:00 AM to 3:00 PM
3. The Town Clerk shall receive an annual salary to be recommended by the Board of Selectmen to the Board of Finance who shall determine such salary amount and make it a part of its recommendation of the annual spending plan to be approved at Town Meeting. Should the Town Clerk possess a Town Clerk certification, a stipend for such certification will be an additional benefit. These payments will be in lieu of any and all fees.
4. The Town Clerk shall be the principal point of contact for those members of the general public seeking information and legitimate business with the Town as per the policies of the Board of Selectmen.
5. The Town Clerk shall have such health and retirement benefits, if any, as are deemed appropriate as may be established by the Board of Selectmen.

*Adopted at Town Meeting, June 4, 1993
Recorded in "Town of Canaan, Town Meeting, Vol. 9" (unnumbered)
Revised at Town Meeting, June 4, 1999
Recorded in "Town of Canaan, Town Meeting, Vol. 11" at Page 156
Revised at Town Meeting, September 6, 2017
Recorded in "Town of Canaan, Town Meeting, Vol. 16" at Page 215
Published in The Lakeville Journal, September 14, 2017 effective September 29, 2017*

COPY

Town of Canaan Hybrid Green Burial Rules and Regulations

Hybrid green burials are natural burials that take place throughout the conventional section of the cemetery.

- Bodies may not be embalmed by any non-biodegradable chemicals. Synthetic implants, including dental fillings, joints, and pacemakers are allowed.
- Clothing must be made from 100% biodegradable material such as cotton, wool or linen. No jewelry, photographs, or other items unless biodegradable and approved by the sexton.
- Caskets and shrouds must be 100% biodegradable. No paint, varnish, synthetic materials, nails or inorganic glues.
- Wooden caskets must be made of North American wood from non-endangered tree species. Imported woods are not permitted. Biodegradable cardboard is acceptable.
- Burials cannot be any deeper than 4 ½ feet (3 ½ feet is optimal).
- No vaults or grave liners.
- Gravestones are allowed with sexton approval.

The Town of Canaan Green Burial Rules and Regulations are designed to reduce the environmental impact of interment. Any questions or concerns should be directed to the sexton.

Note: Hybrid Green Burial Rules and Regulations are subject to change.

June 10, 2026

Dave Barger
First Selectman
Town of Canaan / Falls Village

Dear Mr. Barger,

Please accept this letter as my formal resignation from the Falls Village Recreation Commission, including my position as Chairman and as a member of the Commission, effective June 30, 2026.

Serving on the Recreation Commission and working on behalf of the community has been an experience that I have appreciated. I am grateful for the opportunity to work with fellow commissioners, volunteers, town staff, and community members on recreation programs, events, and projects that support Falls Village residents and families.

I would like to thank you, the Board of Selectmen, and everyone who has supported the Recreation Commission during my time serving as Chairman and member.

Sincerely,


Melissa Lopes