

TOWN OF CANAAN  
**BOARD OF SELECTMEN SPECIAL MEETING MINUTES**

Thursday, June 25, 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, Tax Collector Rebecca Juchert Derungs, Social Services Agent Theresa Graney and *public* Jessica Dean
- 1. Meeting called to order at 8:30AM by First Selectman Dave Barger followed by a motion to move items #1 and #2 to #3 and #4 thus moving items #1 and #2 to #3 and #4; seconded by Selectman Judy Jacobs;
- 2. Review and discussion of the benefits of instituting the utilization the *PermitLink* computer program for the Building Official as well as the ZEO and other related Town Offices; further discussion led to the fact that our auditors had suggested that the Town move to such a system for accurate bookkeeping; contract reviewed and a motion was made by Selectman Judy Jacobs to enter a contract with *PermitLink (Point Software)* for a term of (3) years; seconded by Selectman Chris Kinsella; Vote Unanimous
- 3. Review and discussion of *Emergency Contingency Plans for Elections* (plan prepared by the Registrars of Voters as required by the State of Connecticut); motion made by Selectman Chris Kinsella to accept and sign the *Emergency Contingency Plans for Elections* as presented; seconded by Selectman Judy Jacobs; Vote Unanimous
- 4. Review and discussion of 'An Ordinance Concerning Duties, Salary, Health and Retirement Benefits of the Town Clerk'; after review and discussion a motion was made by Selectman Chris Kinsella to table the discussion; seconded by Selectman Judy Jacobs; a tentative meeting was discussed for July 08,2026 at 10:00AM but First Selectman Dave Barger added that the meeting would be incumbent upon consultation with and an opinion from legal counsel; Vote Unanimous
- 5. A motion was made by Selectman Judy Jacobs to move into *Executive Session* to review the appointment and employment contract of a new Building Official;

seconded by Selectman Chris Kinsella; Vote Unanimous at 9:01AM. *(in Executive Session was the Board of Selectmen - First Selectman Dave Barger, Selectman Judy Jacobs and Selectman Chris Kinsella).* The Board came out of *Executive Session* at 9:26AM and a motion was made by Selectman Chris Kinsella to contract John J. Papp dba Litchfield County Building Inspection Services, LLC as the Town of Canaan Building Official; seconded by Selectman Judy Jacobs; Vote Unanimous

6. Selectman Judy Jacobs gave a review of the July 4th Festivities to be held on the Town Green
7. Selectman Chris Kinsella made a motion to adjourn at 9:31AM; seconded by Selectman Judy Jacobs; Vote Unanimous

Minutes respectfully submitted,

*David R. Barger*