

TOWN OF CANAAN
BOARD OF SELECTMEN, REGULAR MEETING
August 14, 2023, 7pm or
immediately following the Board of Finance Meeting.
108 MAIN STREET (Town Hall), FALLS VILLAGE, CT
IN PERSON AND VIA ZOOM

Attendees: In Person: David Barger. Several members of the public
Via Zoom: Greg Marlowe and Henry Todd

- 1) Meeting was called to order @ 7:26PM by David Barger
- 2) Agenda: **Henry Todd made a motion to add the following to the agenda:**
New Business
9L - Resignation of Thomas Wilson from the Recreation Commission
9M Appointment of Lauren Killawee to the Recreation Commission
Secretary's Report
August 3, 2023
Seconded by Greg Marlowe; unanimous.
- 3) Public Comment: No public comments were received in writing.
- 4) Secretary's Report: **Henry Todd made a motion to approve the minutes for the following Board of Selectmen meetings: July 11, 2023 Special Meeting, July 13, 2023 Special Meeting, July 19, 2023 Special Meeting, July 20, 2023 Informational Session and August 3, 2023 Special Meeting.**
Seconded by Greg Marlowe; unanimous.
- 5) Treasurer's and Tax Collectors Report: **Henry Todd made a motion to receive the Treasurer's Report and the Tax Collector's report, as presented. Seconded by Greg Marlowe; unanimous.** Greg Marlowe asked that the Board of Finance and the Board of Selectmen research the financial feasibility of providing a property tax reduction for the second installment.
- 6) Communications: Chore Service, Greenwoods Counseling, Inlands/Wetlands Commission and Jeremy Dakin, see attached.
- 7) First Selectman's Report:
Henry Todd and Greg Marlowe were present for the Board of Finance meeting held just prior to this meeting, while the Selectman's report was presented by David Barger. Therefore, it was not repeated at this meeting. The below verbiage is a cut and paste from the Board of Finance minutes.
 - a) Cobble Road Project – The Selectmen have signed a Conditional Commitment to lend from the CT Department of Transportation for \$367,200 toward the project. There is no commitment on behalf of the Town and the Selectmen are still pursuing additional funding.
 - b) ARPA Funding – There is approximately \$5600 not accounted for or distributed yet.
 - c) OSHA Fine – OSHA fined the Town \$880 for miscellaneous fines. There will be classes which some Town Employees will have to take. Nothing was a serious violation.
 - d) Housatonic River Commission Survey – Henry Todd completed the survey.
 - e) Appointment to Housatonic River Commission – Kent Allyn has resigned as the Alternate to the Housatonic River Commission. The Selectmen will be appointing Matt Gallagher to complete Kent Allyn's term, through December 31, 2023.

- f) The Planning and Zoning Commission has appointed a Working Committee to review and make recommendations for public parking along Main and Railroad Street. Greg Marlowe stated the committee will include all stakeholders/businesses for input.
- g) Frontier – Dave Barger is meeting with Frontier on August 18th to discuss connecting the Transfer Station with internet. Greg Marlowe also reached out to Joe Aresco of Frontier and has also asked to consider connecting the Pool Site to Frontier internet service.
- h) CIRMA Insurance – working on Cyber Security coverage. More information needed.
- i) Peter Roussis was appointed as interim Transfer Station Coordinator, replacing Tracey Wilson who has resigned.
- j) Peter Roussis will be appointed as permanent Transfer Station Coordinator as of 8/14/23 at the Board of Selectmen's meeting.
- k) The Recreation Commission has requested Lauren Killawee be appointed to the Recreation Commission to complete Thomas Wilson's term (through 12/1/2023). Thom has resigned.

8) Old Business:

- a) Green Burials. David Barger reported House Bill # 64-85 would be updated in October 2023 with more information on the guidelines and regulations.

9) New Business:

- a) Tax Rebates: **Henry Todd made a motion to approve the tax refund of \$109.97 as presented. Seconded by Greg Marlowe; unanimous.(see attached)**
- b) Appointment to Housatonic River Commission: **Henry Todd made a motion to accept the resignation of Kent Allyn as an Alternate on the Housatonic River Commission and to appoint Matt Gallagher to fill Kent Allyn's term as an Alternate on the Housatonic River Commission, through 12/31/2023. Seconded by Greg Marlowe; unanimous.**
- c) Meeting with potential buyers of 35 Railroad Street: **Greg Marlowe made a motion to schedule a Special Meeting of the Board of Selectmen with James Gillespie on August 21, 2023 at 6pm. Seconded by Henry Todd; unanimous.**
- d) Cyber Audit and Security: **Henry Todd made a motion to table this discussion. Seconded by Greg Marlowe; unanimous.**
- e) Installation of Fiber Optic at the Transfer Station: David Barger will be meeting with Frontier on August 18, 2023 to discuss installation at the Transfer Station. Greg Marlowe suggested adding the Town Pool site to the installation. Greg has been in touch with Joseph Aresco at Frontier to help ensure a smooth installation.
- f) Cyber Security Workshop/Policies/Procedures/Video Storage: **Henry Todd made a motion to table this discussion. Seconded by Greg Marlowe; unanimous.**
- g) Admin for website/town email with Admin authority: **Henry Todd made a motion to table this discussion. Seconded by Greg Marlowe; unanimous.**
- h) Minutes/Agendas Coordination with Town Clerk: **Henry Todd made a motion to table this discussion. Seconded by Greg Marlowe; unanimous.**

New Business Continued:

- i) Resignation of Transfer Station Coordinator. **Greg Marlowe made a motion to receive the resignation of Tracey Wilson as Transfer Station Coordinator as of August 2, 2023. Seconded by Henry Todd; unanimous.** (see attached as read into the record by David Barger)
Henry asked David Barger to send a letter of thanks to Ms. Wilson.
- j) Appointment of Transfer Station Coordinator: **Henry Todd made a motion to appoint Peter Roussis as Transfer Station Coordinator effective August 14, 2023. Seconded by Greg Marlowe.**
In discussion, Henry Todd made a motion to amend the motion to include a three month probationary period and a pay rate equivalent to the previous Transfer Station Coordinator's pay. Greg Marlowe seconded the motion to amend; unanimous.
Henry Todd made a motion to appoint Peter Roussis as Transfer Station Coordinator effective August 14, 2023. The position will include a three month probationary period and the pay will be equivalent to the previous Transfer Station Coordinator's pay. Seconded by Greg Marlowe; unanimous.
- k) Attorney for 35 Railroad St Potential Sale: **Greg Marlowe made a motion to approve hiring either Attorney Chip Roraback or Attorney Emily Vail to represent the Town of Canaan in the potential sale of 35 Railroad Street. Seconded by Henry Todd; unanimous.**
- l) Resignation of Thomas Wilson from Recreation Commission: **Greg Marlowe made a motion to receive the resignation of Thomas Wilson from the Recreation Commission. Henry Todd seconded the motion; unanimous.**
- m) Appointment of Lauren Killawee to Recreation Commission: **Henry Todd made a motion to appoint Lauren Killawee to the Recreation Commission to complete Thomas Wilson's term, which ends 12/1/2023. Seconded by Greg Marlowe; unanimous.**

10) Additional Business: None.

11) Adjournment: **Motion was made by Greg Marlowe @ 7:56PM to adjourn the meeting, seconded by Henry Todd; unanimous.** Meeting was adjourned.

Respectfully submitted by Recording Secretary Denise M Cohn

Attachments:

Tax Refund/Rebate

Resignation of Transfer Station Coordinator

Communication from Chore Service, Greenwoods Counseling and Jeremy Dakin

CT DOT Conditional Commitment Letter

Inlands/Wetlands Letter regarding Solar Project



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

July 1, 2023

The Honorable Henry W. Todd
First Selectman
Town of Canaan
Town Hall
107 Main Street
Falls Village, CT 06031

Dear First Selectman Todd:

Subject: Local Bridge Program, Fiscal Year 2024
Conditional Commitment to Fund
Bridge No. 021007, Cobble Road over Wangnum Lake Brook
Assigned Project Number: 9021-0007
Town of Canaan
State Grant Funds: \$367,200.00

The Department of Transportation (Department) has reviewed Town of Canaan's Preliminary Application (enclosed) for the replacement or rehabilitation of the bridge at the subject location. The Department is pleased to inform you that the project qualifies for funding under the Local Bridge Program.

The State of Connecticut (State) hereby offers a Conditional Commitment to Fund 50 percent of the eligible project costs through a State grant. This commitment is conditional and subject to certain administrative and financial approvals, Program Regulations and Statutory Requirements, in particular as follows:

1. The commitment amount is based upon the information in the Preliminary Application and is subject to later adjustments.
2. The commitment amount will lapse if your Supplemental Application cost estimate exceeds your Preliminary Application and sufficient monies are not available, or if you fail to file a Supplemental Application within **18 months** of the date of this letter. The Supplemental Application form, program manual, and other relevant items can be retrieved from our website at www.ct.gov/dot/localbridge.
3. This Conditional Commitment to Fund does not constitute a binding agreement, and the State's obligation is further contingent upon the following:
 - a) Availability of State funds or the State's ability to sell bonds following allocation of money to the project by the State Bond Commission.
 - b) Your execution, delivery, and compliance with the terms of an agreement between the State and the Town of Canaan in a timely manner showing consistent project progress.
4. Compliance with State set-aside and contract requirements enacted under Public Act 15-5. The Connecticut Commission on Human Rights and Opportunities (CHRO) is responsible for administering these requirements; however the municipality must include language relative to

the requirements in the bid notice and the contract documents. Further information can be found on the CHRO website at www.ct.gov/chro. Questions regarding the requirements are to be directed to CHRO at 860-541-3400.

The next step in the grant process, if this Commitment to Fund is acceptable to you, is to sign below. If this letter is not signed and returned within **45 calendar days** of the date listed, it will be assumed that the municipality is no longer interested in participating in the program. The funds previously dedicated for your project will then be reallocated elsewhere, and the Town of Canaan will have to reapply for the next fiscal year for the subject project.


Within **18 months** of the date of this letter, the Supplemental Application must be submitted to the Department with all the required documents and certifications. Since some of these items take time to complete, they should be initiated at an early date. So that the project's costs may be accurately tracked, it is recommended that you set up a separate budget line item for this project and make your auditor aware of the project upon receiving this Commitment to Fund Letter. Also, the Department now only accepts electronic forms of submission and communication. Please ensure that the Local Bridge Program Office has an up-to-date e-mail address for your designated contact person at all times.

For any questions or assistance, please contact Mr. Andrew C. Shields, Project Engineer for the State Local Bridge Program, at Andrew.Shields@ct.gov.

Very truly yours,

Sweeney, Bartholomew

Digitally signed by Sweeney, Bartholomew
DN: cn=Sweeney, Bartholomew, ou=Floor-3
ou=Headquarters, cn=CT Users,
ou=DOT, email=Bartholomew.Sweeney@dot.ct.gov
Date: 2023.06.27 14:08:10 -04'00'


David R. Barger
Selectman

Bartholomew P. Sweeney, P.E.
Division Chief of Bridges
Bureau of Engineering and Construction

Accepted by: FOR
Henry W. Todd, First Selectman
Town of Canaan

Date: 03 August 2023

Enclosure



notice

3 messages

Tracey Wilson <traceymcwilson@gmail.com>

Wed, Jul 19, 2023 at 15:37

To: Canaan Selectmen <selectmen@canaanfallsvillage.org>, David Barger <davidbarger77@gmail.com>, dredge670@gmail.com

Dear Town of Canaan Selectmen,

Please accept this letter as my formal notice of resignation from the Town of Canaan as the Transfer Station coordinator and attendant.

My last day of employment will be August 2, 2023.

Sincerely,

Tracey Wilson

Greg Marlowe <dredge670@gmail.com>

Wed, Jul 19, 2023 at 16:17

To: Tracey Wilson <traceymcwilson@gmail.com>

Cc: Canaan Selectmen <selectmen@canaanfallsvillage.org>, David Barger <davidbarger77@gmail.com>

Tracey,

Regretfully received. Thank you for your time and talent that you have given to the town and this position. You have definitely left big shoes to fill!

Regards,

Greg

Sent from my iPhone

On Jul 19, 2023, at 3:37 PM, Tracey Wilson <traceymcwilson@gmail.com> wrote:

[Quoted text hidden]

david barger <davidbarger77@gmail.com>

Wed, Jul 19, 2023 at 16:57

To: Tracey Wilson <traceymcwilson@gmail.com>

Cc: Canaan Selectmen <selectmen@canaanfallsvillage.org>, Greg Marlowe <dredge670@gmail.com>

Good Afternoon Tracey,

It is with regret that I received your notice of resignation. In your tenure, you have demonstrated your dedication to your job and its duties. The initiatives that have been implemented at the Transfer Station under your supervision have certainly benefited the town and the environment. Thank you for your service to the Town of Canaan.

With much appreciation,

Dave

[Quoted text hidden]

Town of Canaan
Inland Wetlands/Conservation Commission

MEMO

TO: BOARD OF SELECTMEN
FROM: INLAND WETLANDS/CONSERVATION COMMISSION
DATE: AUGUST 2, 2023

At our regular meeting on July 17th, we discussed the proposal for the installation of a solar panel array on Town Farm property. It was the consensus of the members that prior to endorsing the project, more information is needed (e.g. exact location of the site and actual size of the area needed; installation specifics).

During our discussion, the concern was raised that the proposed project, in its current proposed location, would result in the loss of agricultural land. It was queried if the covered former bulky trash site could be a possible alternate site for the solar panels.

Another concern expressed was that the proposed site might possibly be within the FEMA FIRM Flood Insurance Rate Map "floodway" zone – areas that are critical in discharging flood waters without increasing water levels more than a designated height. Floodways typically are to be free of any obstructions.

The Commission appreciates being kept informed of wetland/conservation issues within the Town and we look forward to receiving more information regarding the solar panel project.

Susan Kelsey

Susan Kelsey
Secretary

*08/08/23 ~ 1000 hrs
*Spoke w/ Sue and shared
Greenleaf Info*

POSTED BATCH REPORT BY SEQUENCE NUMBER / TERM# 7 BATCH# 3000

BOS 14th Aug

OFFICE OF TAX COLLECTOR		CANAAN TAX COLLECTOR		TYPE: TOWN	CASH: TOWN	DATE: 08/07/2023	TIME: 11:00:43	PAGE: 1											
TOTAL ONLY : NO		BATCH# 3000	TERM# 7	PAYDATE : 07/01/2023	TO 08/07/2023	CYCLE : 00	- ALL PAY	TYPE : TOWN TAX/DEF : Tax and Deferred	TYPE : 00	ALL	BILLS								
BILL #	S	TAXPAYER	TYPE	TOWN	INTEREST	LIEN	FEES	B-INT	TOTAL	DATE-PAID	TP	OVR	TER#	BATCH#	SEQ#	#	CLY	BK	AL
021-3-0050079		BETTI DONALD R JR		-109.97	0.00	0.00	0.00	0.00	-109.97	08/07/2023	R		7	3000	1	#T			
08/07/2023				-109.97	0.00	0.00	0.00	0.00	-109.97		ADJ =			0.00					08/07/2023
NOT BACK/YR [1]				-109.97	0.00	0.00	0.00	0.00	-109.97		ADJ =			0.00					
TOTAL:				-109.97	0.00	0.00	0.00	0.00	-109.97										
NOT ACTIVE [1]				-109.97	0.00	0.00	0.00	0.00	-109.97		ADJ =			0.00					
TOTAL:				-109.97	0.00	0.00	0.00	0.00	-109.97										
NOT REFUNDS [1]				-109.97	0.00	0.00	0.00	0.00	-109.97										
GRAND TOTAL [1]				-109.97	0.00	0.00	0.00	0.00	-109.97		ADJ =			0.00					
TYPE R				-109.97	0.00	0.00	0.00	0.00	-109.97										

RECEIPT TOTAL	-109.97
CASH TOTAL	0.00
CHANGE TOTAL	0.00

CASH BALANCE	0.00
CHECK TOTAL	0.00
CREDIT TOTAL	0.00
DEBIT TOTAL	0.00
DEPOSIT TOTAL	-109.97 *** (EXCLUDE CREDIT AND DEBIT CARD)

GRAND TOTAL	-109.97

REQUEST FOR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that BETTI DONALD R JR

has presented satisfactory proof that he/she is entitled to an exemption on the assessment list of 10/01/2021

- ☐ Sec. 12-81 (20) Servicemen Having Disability Rating.
☐ Sec. 12-125 Abatement of Taxes of Corporations.
☐ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
☐ Sec. 12-127 Abatement or Refund to Blind Persons.
☐ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
☒ Sec. 12-129 Refund of Excess Payments due to taxpayer overpayment or Assessor adjustment.

BETTI DONALD R JR
BETTI GINGER M
406 UNDER MOUNTAIN RD
FALLS VILLAGE, CT 06031-1527

2021-03-0050079
50079
/L15223/3C7WRTAL7EG260377



2021030050079

To Collector of **CANAAN TAX COLLECTOR** State of Connecticut.

I hereby apply for refund* of such part of my tax as shall represent:

The service exemption or Sec. 12-129 Refund of Excess Payments due to taxpayer overpayment or Assessor adjustment.
(State reason -- Cross out service exemption if it does not apply)

Total Due 07/01/2022 Tax Interest Lien Fee Total Overpaid Tax
Total Paid 12/28/2022 147.36 0.00 0.00 0.00 147.36
Total Paid 12/28/2022 257.33 0.00 0.00 0.00 257.33 -109.97 ***

Adjusted Refund -109.97 0.00 0.00 0.00 109.97

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Print Name

See attached
Signature of Taxpayer

Date

COLLECTOR'S RECOMMENDATION TO THE BOARD OF SELECTMEN

To the Board of Selectmen, It is recommended that refund of property taxes and interest in the amount of 109.97 be made to the above-named taxpayer in accordance with the provisions of Section (s):

Sec. 12-129 Refund of Excess Payments due to taxpayer overpayment or Assessor adjustment.

DATED AT CANAAN TAX COLLECTOR, CONNECTICUT THIS 07 DAY OF August 2023

Rebecca Inghert-Derungs

ACTION TAKEN BY BOARD OF SELECTMEN

The First Selectman, as authorized by the Board of Selectmen, approved on the _____ day of _____, 2023. It was voted to refund Property Taxes and Interest amounting to \$ _____ to _____.

First Selectman

Other Governing Body

Clerk

Mail To :

CANAAN TAX COLLECTOR
PO BOX 47, 108 MAIN STREET
FALLS VILLAGE, CT 06031-0047

Dolores Perotti, *President*
Patricia Chamberlain, *Sharon*
John Green, *Cornwall*
Dinny Greene, *Cornwall*
Carla Herman, *Cornwall*
Priscilla McCord, *Lakeville*
Janell Mullen
Judy Sheridan, *Kent*
Michael Voldstad, *Salisbury*
Lea Davies, *President Emeritus*
Jane MacLaren, *Executive Director*



Serving The Towns Of:
Canaan
Cornwall
Falls Village
Kent
Norfolk
Salisbury/Lakeville
Sharon

Mr. Henry Todd, First Selectman
Town of Canaan
PO Box 47
Falls Village, CT 06031

August 1, 2023

Dear Henry,

On behalf of everyone at Chore Service, we appreciate the Town of Canaan's contribution to our work to provide in-home, non-medical assistance for seniors and people with disabilities throughout Northwest Connecticut. From July 2022 through June 2023, Chore provided 267 hours of assistance to 11 Canaan seniors. Two chore workers, residents of Canaan, earned over \$8,220 for their work with our clients.

Contributions from the towns we serve are more critical than ever as we face possible cuts to our federal funding. We gratefully request that you release Canaan's contribution for 2023-2024.

Please feel free to contact me with any questions. Thank you again for your continued support.

Sincerely,

A handwritten signature in cursive script, reading 'Jane MacLaren'.

Jane MacLaren
Executive Director

Officers

Peter Aziz, *President*
C. Todd Staub, MD, FACP, *Vice President*
Margret K. Warner, *Treasurer*
Elizabeth Preston DeVos, *Secretary*

Executive Director

John Simoncelli, LCSW, LADC, MPA

Trustees

Ted Bent
Pamela Bowman
Emily Littman Eisen, Ph.D.
Barbara Gold
Karen Halpert
Michael C. Jackson
Lance Leifert



GREENWOODS
COUNSELING & REFERRALS, INC.

Advisory Council

Frederick A. Browne, MD, MBA
Jeffrey L. Coploff, Esq.
Alistair J. Highet
Shauna Holiman
Peter R. Houldin
Susan Jordan
Adrienne Lufkin
Paul McLaughlin
Edwina Millington
H. Tom O'Connor
Ira D. Smith
Patsy Stroble
Katherine N. Vick
Jane Whitney

Founder and Trustee Emeritus

The Rev. W. David Dobbins, Jr.

July 31, 2023

Mr. Henry Todd, First Selectman
Town of Falls Village
First Selectman's Office
P.O. Box 47
Falls Village, CT 06031

Dear Mr. Todd,

On behalf of Greenwood Counseling & Referrals, Inc., we would like to thank the Town of Canaan for their generosity and support of our organization. We are in receipt of the FY 23/24 donation in the amount of \$4,000.00.

Thank you for your belief in our mission and in your support to achieve it.

Sincerely,

John Simoncelli, LCSW, LADC, MPA
Executive Director

Wow! Thank you
for your generous support
of our work in Falls
Village and throughout Litchfield
County. We are proud to
be active in and partnered
with your town for health.
In gratitude,
Marisa



Fwd: Help with Traffic

2 messages

Selectmen Selectmen <selectmen@canaanfallsvillage.org>
To: david barger <davidbarger77@gmail.com>

Sat, Aug 12, 2023 at 04:13

Sent from my iPhone

Begin forwarded message:

From: Jeremy Dakin <jeremydakin@att.net>
Date: August 11, 2023 at 2:35:58 PM GMT+2
To: Selectmen@canaanfallsvillage.org
Subject: Help with Traffic

Dear Mr. Todd,

My name is Jeremy Dakin, and as a resident of Amesville have been associated with Falls Village my whole life (including about 25 years on your ambulance squad). My concern is with visibility as one approaches the red bridge from Water Street. Due to the criss-cross pattern of the bridge and the growth of brush between the road and the river, it is often difficult to see vehicles approaching from the other side. This project may be First Light's responsibility, but I suspect you have more influence with them than I do.

Cutting the brush back, say, 20 or 30 yards from the bridge would improve visibility and safety for all concerned.

I would appreciate your attention to this matter.

Respectfully,

Jeremy Dakin

16 Sugar Hill Road, Amesville

david barger <davidbarger77@gmail.com>
To: Selectmen Selectmen <selectmen@canaanfallsvillage.org>

Sat, Aug 12, 2023 at 08:45

I'll check this on Monday...

Best,

Dave
[Quoted text hidden]