

TOWN OF CANAAN
BOARD OF SELECTMEN, REGULAR MEETING MINUTES

December 11, 2023 @ 7:00PM or
immediately following the Board of Finance Meeting.
Town Hall, 108 Main Street, Falls Village, CT
IN-PERSON AND VIA ZOOM

Members Present:

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

Call to order – David Barger called the meeting to order at 8:06pm.

Agenda:

Public comment

None received in writing to be included in the minutes.

Secretary's Report

Judy Jacobs made a motion to approve the minutes of the November 13th, 2023, Board of Selectmen's meeting. Seconded by Chris Kinsella; unanimous.

Treasurer's and Tax Collector's Reports

Chris Kinsella made a motion to receive the Treasurer's Report and Tax Collector's Report as presented. Seconded by Judy Jacobs; unanimous.

Communications (all attached)

Communication from Ann Bidou regarding septic fund and dog park.

Planning and Zoning requests for appointments

Visting Nurse & Hospice of Litchfield County

Letter from King & King and Associates

First Selectman's Report presented by David Barger.

This was presented at the Board of Finance meeting which included Chris Kinsella and Judy Jacobs. Below is a cut and paste from the Board of Finance meeting minutes.

- a) **Transfer Station Bulk Waste Fees:** The new fees for the Transfer Station will be effective January 1, 2024. (see attached fees)
- b) **Speed Limits:** Dave Barger has met with the State Department of Transportation to request lower speed limits within Falls Village. Dave will update at the January meeting.
- c) **Supplemental Appropriation:** Dave Barger supported the request from the Interim Treasurer for supplemental appropriations of \$1000 for Recording Secretary and \$3500 for additional training of the Interim Treasurer.
- d) **Planning and Zoning Appointments:** P&Z has requested re-appointments to the Planning and Zoning Commission (attached).
- e) **HVRHS Projects:** Dave Barger asked the Board of Finance to familiarize themselves with the project which will go to referendum on January 8, 2024.
- f) **Falls Village Daycare Grant:** Dave Barger stated the FV Daycare has applied for a grant for needed renovations and repairs.
- g) **CEN Connect:** Dave provided the information from the CEN meetings (attached)

First Selectmen's Report continued...

- h) Economic Development Committee: Dave Barger and Judy Jacobs met with representatives from Northwest Hills Council of Governments (NHCOG), but felt the emphasis was more on a Regional Plan rather than one for Falls Village. Dave will have more information in January regarding an Economic Development Committee
- i) Cobble Road Culvert: Dave Barger announced the license has been received for this project and one more permit is required to begin the project.
- j) King & King: Will be presenting the audit for last fiscal year.
- k) POCD: The Plan of Conservation and Development has been made available "everywhere" (website, community database, town hall, etc.). The Public Hearing will be held on January 25th at Town Hall. The Board of Selectmen will review for approval at their January meeting.

Old Business

- a) 35 Railroad Street: The easement for 33/35 Railroad Street has been clarified and is moving forward.
- b) Ordinances and Policies: **No action taken.**
- c) Frontier Proposal: (copy attached). **No action taken.**
- d) Economic Development Director/Committee discussion and structure: **No action taken.**
- e) Bridge/Infrastructure Commission: Chris Kinsella provided an update on the committee and progress.
- f) Solar Project: **No action taken.** Dave will have more information at the January meeting,

New Business

- a) Tax Rebates and approval of suspension list– none
- b) Planning and Zoning Appointments: **Chris Kinsella made a motion to appoint Doug Cohn and Matthew Macchi for a five-year term on the Planning and Zoning Commission effective January 1, 2024, through December 31, 2028. Seconded by Judy Jacobs; unanimous. Chris Kinsella made a motion to appoint Greg Marlowe as a member of the Planning and Zoning Commission retroactive to May 2020 through May 31 of 2025. Seconded by Judy Jacobs; unanimous.**
- c) Transfer Station Bulk Waste Fee: **Judy Jacobs made a motion to approve the new fees for Bulk Waste at the Transfer Station effective January 1, 2024, as presented (attached). Seconded by Chris Kinsella; unanimous.**
- d) Bridge/Infrastructure Committee:
Chris Kinsella made a motion to increase the number of qualified community members appointed to the Bridge/Infrastructure Committee from three members to six members. Judy Jacobs seconded the motion; unanimous. The committee will now consist of the three Selectmen, the Department of Public Works Foreman and six qualified members of the community (Falls Village).
Chris Kinsella made a motion to appoint Lee Baldwin as a member of the Bridge/Infrastructure Committee. Seconded by Judy Jacobs; unanimous.
- e) State of CT Grant for \$10,500: **Judy Jacobs made a motion to approve the application for \$10,500 from the State of Connecticut to help offset the costs of Early Voting expenditures, and for Dave Barger to sign the grant application as First Selectman. Seconded by Chris Kinsella; unanimous.**

Public Comment: Public comments were made, however, none were received in writing to be included in the minutes.

Adjournment

Chris Kinsella made a motion to adjourn the meeting at 8:46pm. Seconded by Judy Jacobs; unanimous. Meeting adjourned.

Attachments:

- Tax Collector and Treasurer Report (see BOF minutes dated 11/13/23)
- Ann Bidou communication
- Visting Nurse & Hospice of Litchfield County communication
- Planning and Zoning requests for appointment
- King & King communication
- Early Voting grant application
- Transfer Station Fees effective 1/1/2024



First Selectman <firstselectman@canaanfallsvillage.org>

Re: Annie Bidou's ideas as requested

1 message

First Selectman <FirstSelectman@canaanfallsvillage.org>

Thu, Nov 16, 2023 at 10:16 AM

To: Ann Bidou <annbidou@yahoo.com>

Let me first speak with the Rec Commission regarding the Dog Park and get a feel if it's feasible on Town Farm property. A Bridge and Infrastructure Committee will be coming up in early December and I'd look for you to make a public comment about the septic situation.

Best,

Dave

On Thu, Nov 16, 2023 at 9:38 AM Ann Bidou <annbidou@yahoo.com> wrote:

What are next steps? I would be happy to be on a research committee for dog park locations. I am wondering...does First Light now own the old fairgrounds area by the Appalachian Trail? Might we hit them up for its use and the cost to install and maintain the dog park? Just a thought to research. Let me know if you decide to form an official committee for this. Also, I did financial conferences on Wall Street for decades so I am pretty familiar with financial terms and concepts (but not expert!). I will try to attend any Infrastructure Committee meetings that address the septic cost issue. Annie

Sent from Yahoo Mail for iPhone

On Thursday, November 16, 2023, 9:21 AM, First Selectman <FirstSelectman@canaanfallsvillage.org> wrote:

Good Morning Annie,

1. The Dog park is a great idea. As you and I have chatted about, the question is where is the best location for it. My first thought would be Town Farm, although I'd like to look at some other possible options "in town" if possible.
2. Let me research this a bit further. I really believe that we may have some solutions here and some things that we may be able to bring up for discussion at our Bridge and Infrastructure Committee Meeting.

Say hello to Greg and Bindi,

dave

On Wed, Nov 15, 2023 at 4:44 PM Ann Bidou <annbidou@yahoo.com> wrote:

Hi, Dave! Congrats again on your new role! Here are the ideas I have for Falls Village that I mentioned when we last talked.

1. A dog park. I am happy to be on any committee you may form for this.
2. After multiple rounds of study, it appears too difficult for Falls Village to implement its own sewer system. But since municipalities should be providing septic services to since citizens, why not establish a self-insuring fund to fully pay expenses when someone's septic system reaches the end of its life? Ours at Toymakers cost \$40,000 and town residents would be on the hook to pay that much or more nowadays. Most of us would be in real trouble to suddenly owe that kind of bill. Could the federal infrastructure funds provide seed money? Could there be a small surcharge on property taxes? Is getting reinsurance for the Town possible to cover mass claims should that occur? Falls Village will become unviable by the end of the century if this is not dealt with.

Thanks for listening, Dave. Annie Bidou

Sent from Yahoo Mail for iPhone

Visiting Nurse & Hospice of Litchfield County



November 28, 2023

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

Dear Mr. Barger:

RE: Budget request for 2024-2025

Visiting Nurse & Hospice of Litchfield County functions as both a Visiting Nurse Association VNA and a Town Public Health Department. The former operates under physician's orders for home care services that are acute and therapeutic in nature. It involves the disciplines of nursing, physical, speech and occupational therapy, medical social services and home health aides. These VNA services, due to their nature, are usually reimbursable, mainly by some third party payer (Medicare, Medicaid, private insurance carriers, etc.).

The latter function, as a health department, involves running public health clinics and programs such as flu vaccine, blood pressure and foot care clinics, bend and stretch programs and Tai Chi and making home visits for health promotion, teaching, monitoring, and/or counseling in which there is no third party reimbursement.

Our request to serve as your Public Health Agency for the fiscal year 2024-2025 will be **\$2,000** which represents a zero percent increase from previous year's budget. **This budget, if approved, will be billed to the town quarterly.**

Thank you. If you should have any questions or would like further information, please contact me at (860) 379-8561.

Sincerely,

A handwritten signature in dark ink, appearing to read "Michael Caselas".

Michael Caselas
Executive Director

Town of Canaan/Falls Village Planning and Zoning Commission

December 4, 2023

Dear Board of Selectman,

At the Planning and Zoning Commission's meeting of November 30th we discussed the ending of terms of two of our current members. Matthew Macchi and Doug Cohn. Their current terms end on December 31st, 2023. We would like the BOS to appoint the two of them to a five-year term. Both of their terms would end December 31st, 2028. Would you please put this on your agenda for the December 11th meeting since their term ends before your next meeting. They are both valuable members of the commission and without their appointments we will not be able to have a quorum at our upcoming meetings. Thank you so much.

Sincerely,

Town of Canaan/Falls Village Planning and Zoning Commission.

Submitted by Vice Chair Stephen Koshland

Subject P&Z Commisioner's terms

From Fred Laser <zonelaser@aol.com>

To: David Barger <davidbarger77@gmail.com>, Canaan Selectmen
<selectmen@canaanfallsvillage.org>, koshland@hotmail.com <koshland@hotmail.com>,
Fred Laser <zonelaser@aol.com>

Date Today at 1:59 PM

To First Selectman, David Barger and BOS

The Planning and Zoning Commission would like to request the reappointment of Doug Cohn who replaced John Morrissey's term and the reappointment of Matt Macchi who replaced Garret Scavotto's term. Both would have 5 year terms moving forward.

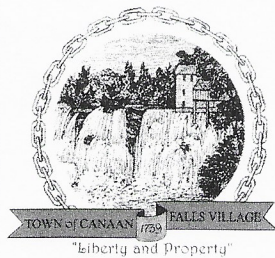
Additionally, the Planning and Zoning Commission would like to confirm the reappointment of Greg Marlowe whose term is from 2021 to 2025.

If a formal motion is necessary to retroactively reappoint Greg Marlow as a Commissioner, the P&Z would support that motion.

Fred Laser
P&Z Chairman



Sent from the all new AOL app for iOS



TOWN OF CANAAN

108 Main Street
P.O. Box 47
Falls Village, CT 06031-0047

Connecticut Tax Town 021
AN EQUAL OPPORTUNITY EMPLOYER,
PROVIDER AND HOUSING ADVOCATE

Telephone: 860 824-0707
Fax: 860 824-4506
E-mail: treasurer@canaanfallsvillage.org

November 27, 2023

King, King & Associates, CPAs
170 Holabird Avenue
Winsted, Connecticut 06098

This representation letter is provided in connection with your audit of the financial statements of the Town of Canaan, CT, which comprise the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information as of June 30, 2023, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the disclosures (collectively, called the "financial statements"), for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of November 27, 2023, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 19, 2023, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) The methods, significant assumptions, and data used in making accounting estimates and their related disclosures are appropriate to achieve recognition, measurement, or disclosure that is reasonable in accordance with U.S. GAAP.
- 6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related

parties have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.

- 7) Adjustments or disclosures have been made for all events, including instance of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
- 10) Guarantees, whether written or oral, under which the Town of Canaan, CT is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11) We have provided you with:

- a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.
- b) Additional information that you have requested from us for the purpose of the audit.
- c) Unrestricted access to persons within the Town from whom you determined it necessary to obtain audit evidence.
- d) Minutes of the meetings of the Board of Finance and Selectmen, Town Meetings, and Water Company or summaries of actions of recent meetings for which minutes have not yet been prepared.

12) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of state financial assistance.

13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:

- a) Management,
- b) Employees who have significant roles in internal control, or
- c) Others where the fraud could have a material effect on the financial statements.

15) We have no knowledge of any allegations of fraud or suspected fraud affecting the Town's financial statements communicated by employees, former employees, regulators, or others.

16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or waste or abuse, whose effects should be considered when preparing financial statements.

17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

- 18) We have disclosed to you the names of the Town's related parties and all the related party relationships and transactions, including any side agreements.

Government—specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.
- 21) We have identified to you any investigations or legal proceedings that have been initiated with respect to the period under audit.
- 22) The Town of Canaan, CT has no plans or intentions that may materially affect the carrying value or classification of assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fund balance or net position.
- 23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 24) We have appropriately disclosed all information for conduit debt obligations in accordance with GASBS No. 91 .
- 25) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and disclosures (and schedule of expenditures of state awards). We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and schedule of expenditures of state financial assistance.
- 28) The Town of Canaan, CT has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The Town of Canaan, CT has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements include all component units, appropriately present majority equity interests in legally separate organizations and joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.
- 31) The financial statements include all fiduciary activities as required by GASB No. 84.
- 32) The financial statements properly classify all funds and activities in accordance with GASB 34, as amended.

- 33) All funds been the quantitative criteria in GASBS NOS. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 34) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- 35) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
- 36) Provisions for uncollectible receivables have been properly identified and recorded.
- 37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 38) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- 39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 40) Special and extraordinary items are appropriately classified and reported.
- 41) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated or amortized.
- 43) We have appropriately disclosed the Town of Canaan, CT's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 44) We are following our established accounting policy regarding which resources (that is, restricted committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 45) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 46) With respect to the supplementary information listed in the table of contents on which an in-relation-to opinion is issued:
 - a) We acknowledge our responsibility for presenting the supplementary information listed in the table of contents in accordance with accounting principles generally accepted in the United States of America, and we believe the supplementary information listed in the table of contents, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the supplementary information listed in the table of contents have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

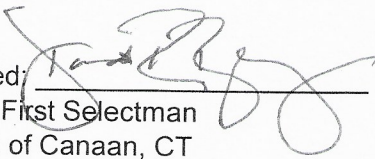
- b) If the supplementary information listed in the table of contents is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

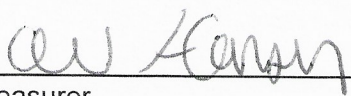
47) With respect to state financial assistance programs:

- a) We are responsible for understanding and complying with and have complied with the requirements of the CT State Single Audit Act, including requirements relating to preparation of the schedule of expenditures of state financial assistance.
- b) We acknowledge our responsibility for presenting the schedule of expenditures of state financial assistance in accordance with the requirements of the CT State Single Audit Act, and we believe the schedule of expenditures of state financial assistance, including its form and content, is fairly presented in accordance with the CT State Single Audit Act. The methods of measurement or presentation of the schedule of expenditures of state financial assistance have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the schedule of expenditures of state financial assistance.
- c) If the schedule of expenditures of state financial assistance is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of state financial assistance no later than the date we issue the schedule of expenditures of state financial assistance and the auditor's report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the CT State Single Audit Act and included in the schedule of expenditures of state financial assistance made during the audit period for all awards provided by state agencies in the form of grants, state cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of our state programs and have identified and disclosed to you the requirements of laws, regulations, and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing designing, implementing and maintaining, and have established, designed, implemented and maintained, effective internal control over compliance for state programs that provides reasonable assurance that we are managing our state awards in compliance with state statutes, regulations, and the terms and provisions of state awards that could have a material effect on our state programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all state awards (including amendments, if any) and any other correspondence with state agencies or pass-through entities relevant to state programs and related activities.
- h) We have received no requests from a state agency to audit one or more specific programs as a major program.
- i) We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *CT State Single Audit Compliance Supplement*, relating to state awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance

requirements of state awards or confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of state awards.

- j) We have disclosed any communications from grantors and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
- m) We have made available to you all documentation related to compliance with the direct material compliance requirements, including information related to state program financial reports and claims for advances and reimbursements.
- n) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
- o) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- p) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- q) State program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- r) The copies of state program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- s) We have charged costs to state awards in accordance with applicable cost principles.
- t) We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the CT State Single Audit Act and we have provided you with all information on the status of the follow-up on prior audit findings by state awarding agencies and pass-through entities, including all management decisions.
- u) We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements.

Signed: 
Title: First Selectman
Town of Canaan, CT

Signed: 
Title: Treasurer
Town of Canaan, CT



Office of the Secretary of the State

State of Connecticut

165 Capitol Avenue, Suite 1000

P.O. Box 150470, Hartford, CT 06115-0470

Stephanie Thomas
Secretary of the State

Jacqueline A. Kozin
Deputy Secretary of the State

Municipality Name: Town of Canaan

1 December 2023

Address: 1087 Main Street, Falls Village, CT 06031

Pursuant to Public Act 23-204, the Connecticut Secretary of the State will provide a grant in the amount of \$10,500 to each municipality for costs related to implementing and conducting early voting.

The Secretary of the State will distribute the grants starting in January 2024, contingent on municipalities detailing their intended use of the funds and returning this signed agreement. This funding is provided as a sub-recipient, one-time grant.

Please note:

- Acceptable utilization of funds includes costs directly tied to changes necessary to implement early voting; examples include but are not limited to labor costs, printing costs, location-related expenses, voter education, or equipment and supplies.
- Funds are to be fully expended by December 31, 2024
- Prior to January 31, 2025, your town must report expenditures to the Office of the Secretary of State. Reports must include backup information such as a ledger report from your financial system or copies of purchase orders and invoices.
- If funds are not fully utilized prior to December 31, 2024, contact the Office of the Connecticut Secretary of the State at mss@ct.gov to request an extension on utilization, including intended use of remaining funding.
- By accepting funds, the town agrees that it will comply with applicable public auditing requirements, in accordance with the provisions of Sections 7-394a and 7-396a of the Connecticut General Statutes.
- By accepting funds, the town agrees that it is compliant with all applicable state and federal non-discrimination laws.

By signing below, I agree to the information above. Please keep a copy for your records.

My town intends to utilize funds for:

Labor costs for personnel to accommodate early voting. Location related expenses for early voting, additional bookkeeping expenses for payroll, equipment costs, printing of materials, supplies and education for additional poll workers and the public.

Authorized town official signature:

Authorized town official title: David R Barger, First Selectman

Date:

Registrar signature: Susan Kelsey *Susan Kelsey*

Registrar signature: Denise Cohn *DMCohn*

Please return as soon as possible via email to mss@ct.gov, but no later than 12/31/23.

Secretary of the State* (860-509-6200) www.portal.ct.gov/sots

Business Services Division (860-509-6002) bsd@ct.gov Legislation & Election Administration Division (860-509-6100) lead@ct.gov

*The State of Connecticut is an Affirmative Action/Equal Opportunity Employer.

TOWN OF CANAAN TRANSFER STATION FEE SCHEDULE

• Sofas		\$40.00 each
• Chairs		\$20.00 each
• Carpet/Rug		\$30.00 each
• Appliances (w/freon)		\$20.00 each
• Pallets		\$10.00 each
• Car or motorcycle tires		\$10.00 each
• Light truck tires		\$20.00 each
• Large tractor tires		\$100.00 each
• Mattress and Box Spring	<i>clean & dry</i>	no fee
	<i>wet or dry</i>	\$40.00 each

Construction and Demolition Material*

• Full size truck load	\$120.00 per load
• Small size truck load	\$70.00 per load
• 30 gallon container	\$15.00 each
• All other loads	\$45.00 yard
(measured by the yard)	

* *no sideboards - level load*

* *no large dump trailers*

* *ALL recycling and garbage MUST be separated from bulky waste*

* *maximum of (6) yards per household per year*

* *more than one pickup load of demolition material WILL REQUIRE proof of a building permit*

ALL FEES MUST PAID BEFORE DISPOSAL
(absolutely **NO** IOU's)

Town of Canaan

TRANSFER STATION GUIDELINES

SOME ITEMS HAVE A DISPOSAL FEE, SEE FEE SCHEDULE

HOUSEHOLD GARBAGE: Sticker fee covers disposal of regular household garbage. Excessive amounts of garbage are subject to additional fees or refusal. Garbage bags may be inspected by transfer station employees to make sure recyclables are separated from garbage. **No hazardous waste** including chemicals, gasoline, paint, spray paint, herbicides or pesticides.

RECYCLING: Recycling is state mandated. Cans, glass, plastic (with recycling symbol), paper and cardboard place in the recycling room. **NOT RECYCLABLE:** plastic hangers, black plastic, ceramics, dishes, drinking glasses, toothbrushes, straws, styrofoam, paper cups or plates, plastic utensils, auto or pool chemical containers.

PAINT: Dry paint or empty cans may be placed in the garbage. See PaintCare sign for acceptable paint for recycling and leave cans with attendant.

MATTRESSES: Clean and dry mattresses and box springs are accepted for recycling. Wet or dirty must go to bulky waste. See attendant.

BRUSH: Must be no larger than 3" in diameter. All loads need to be inspected.

LEAVES: Leaves are accepted for composting but must not contain grass clippings, other yard waste or food. No bags.

BATTERIES: Auto batteries may be placed in the building next to the waste oil. Alkaline and rechargeable batteries go in the recycling room in the marked collection container.

WASTE OIL: 5 gallons or less, see attendant for disposal. **NO GAS, ANTIFREEZE OR BRAKE CLEANER** Filters and empty containers go in the garbage.

TIRES: Car and light truck tires are accepted for recycling.

SCRAP METAL: Lawn mowers (no gas, oil, or tires), stoves, dishwashers, washers, dryers, and other items at least 50% metal may be placed in the metal container.

FREON APPLIANCES: Refrigerators, freezers (doors must be removed), air conditioners, dehumidifiers, water coolers (commercial size appliances not accepted). See attendant.

ELECTRONICS: Computers, monitors, printers, televisions, cell phones, stereo equipment, dvd players and all other electronic devices may be left on the table next to the recycling room.

FLUORESCENT BULBS: Tubes and bulbs go in the recycling room in the marked containers.

BULKY WASTE: Furniture, construction and demolition see attendant and fee schedule for details.
MAXIMUM OF 6 YARDS PER HOUSEHOLD PER YEAR.