

TOWN OF CANAAN
BOARD OF SELECTMEN, SPECIAL MEETING MINUTES

January 3, 2024 @ 3:00PM

Town Hall

108 Main Street, Falls Village, CT 06031

IN PERSON

Present - In Person:

David Barger, Judy Jacobs and Christopher Kinsella

1) Call to Order

David Barger called the meeting to order at 3:00pm.

2) Review of Proposed Ordinances and Policy

The three Selectmen reviewed the draft ordinances for Bazaars and Raffles and Canine (leash and cleanup), as well as the policy for Local Bidders.

David Barger will make the suggested edits and present the revised drafts at the Board of Selectmen's meeting on January 8th, 2024 for consideration of approval.

3) Review of Current Ordinances

David Barger asked the Selectmen to take some time to review the packet of ordinances for edits, changes, deletions, etc., to be discussed at a later time.

4) Adjournment

Judy Jacobs made a motion to adjourn the meeting at 4:07pm. Seconded by Chris Kinsella; unanimous. Meeting adjourned.

Attachments:

Draft ordinances and policy

LOCAL BIDDER PREFERENCE

TOWN BASED BUSINESS

The term **TOWN BASED BUSINESS** shall mean a business with a principal business located within the Town of Canaan. A business shall not be considered a **TOWN BASED BUSINESS**, unless evidence is submitted by said business to establish that said business has a bona fide place of business in the Town of Canaan. Such evidence may include evidence of ownership of or a long term lease of the real estate from which the principal place of business is operated, or payment of property taxes on the personal property of the business to be used in the performance of the bid.

LOWEST RESPONSIBLE BIDDER

On any project, the lowest responsible bidder shall be determined in the following order:

- A. Provided that such a **TOWN BASED BUSINESS** bidder has met all other requirements as set forth in this ordinance (policy), any **TOWN BASED BUSINESS** bidder which has submitted a bid no higher than (5%) higher than the lowest most responsible bid may be awarded the bid, provided such **TOWN BASED BUSINESS** bidder agrees to accept the award of the at the amount of the lowest most responsible bid.
- B. If more than one **TOWN BASED BUSINESS** bidder has submitted a bid not more than (5%) higher than the lowest responsible bid, the lowest responsible bidder shall be the one of the **TOWN BASED BUSINESS** bidders which has submitted the lowest bid.

IMPLEMENTATION OF TOWN BUSINESS BASED BIDDER PREFERENCE

Any **TOWN BASED BUSINESS** bidder meeting the requirements as set forth in this ordinance (policy) responding to a bid solicitation shall be required to submit a *Local Bidder Affidavit Form* signed by an authorized representative of the bidder with the bid submittal. Failure to submit such form, approved by the Town of Canaan Board of Selectmen, may result in disqualification as a **TOWN BASED BUSINESS** bidder and ineligible for the contract award.

RESTRICTION OF USE OF LOCAL BIDDER PREFERENCE

This ordinance (policy) shall not apply in those instances where the bid requested involves a cooperative purchasing agreement between the Town, other municipalities (e.g. Northwest Hills Council of Governments) or the State of Connecticut

TOWN OF CANAAN
LOCAL BIDDER AFFIDAVIT FORM

(It is not necessary to submit this form unless you are a Town of Canaan Town Based Business)

The undersigned, being duly sworn, disposes and says as follows:

1. That he/she is over the age of eighteen (18) years of age;
2. That he/she believes in and understands the obligations of an oath;
3. That he/she is submitting a bid as a "Town Based Business", pursuant to those conditions as delineated in the Town of Canaan Ordinance providing for Local Bidder Preference.

Name of Local Bidder
(Please Print)

Signature of Local Bidder

Date

Bazaars, Raffles, Bingo

Section 1: Authorization

The Town of Canaan hereby adopts the provisions of Connecticut General Statutes, Section 7-169 to 7-186, inclusive, as amended by Public Act No 17-231, effective January 1, 2018. Terms as defined in the Connecticut General Statutes, as amended by the Public Act, are hereby incorporated by reference.

Section 2: Bingo Games, Bazaars and Raffles

The Town of Canaan hereby confirms its prior authorization of bingo games, bazaars and raffles within the municipality, subject to the provisions of the Connecticut General Statutes, as amended by Public Act No. 17-231

Section 3: Application Forms, Permit Fees

The Town of Canaan hereby authorizes the use of the applications forms modeled upon those forms previously used by the Commissioner of Consumer Protection and adopts the maximum permit fees authorized by the Connecticut General Statutes, as amended by Public Act No 17-231, and as may subsequently be amended by future legislation.

Section 4: Administration

The First Selectman, the Chief Executive Officer of the Town of Canaan, is hereby authorized to administer the provisions of the Connecticut General Statutes applicable to bingo games, bazaars and raffles previously administered by the Commissioner of Consumer Protection and now delegated to the municipality pursuant to Public Act No 17-231, effective January 1, 2018.

AN ORDINANCE REGARDING ALLOWING DOGS
ON PROPERTY OTHER THAN OWNER'S

1. No owner or keeper of any dog shall allow such dog to be upon the property of another unless:
 - a. The owner of the land has given the owner or keeper permission to have the dog so present;
 - b. On public or quasi public property the dog is properly on a leash of no more than ten (10) feet in length securely held by the owner or keeper of the dog
2. Owners and keepers of dogs shall be responsible for the immediate removal of any feces discharged by said dog when such discharge occurs off the owner's or keeper's property, this includes but is not limited to sidewalks, public street, median dividers within public streets, grass or paved strips between streets and sidewalks, public parks and other public property.
 - a. This provision of the ordinance shall not apply to any visually impaired person by a guide dog or any physically handicapped person who under the circumstances is unable to comply with this ordinance
3. Any violation of this ordinance shall be punishable by a fine of no more than twenty five dollars (\$25) for the first offense and fifty dollars (\$50) for the second offense
4. This Ordinance shall be enforced by the Town of canaan Animal Control Officer.