

TOWN OF CANAAN  
**BOARD OF SELECTMEN, SPECIAL MEETING MINUTES**  
**JANUARY 8, 2024 @ 6:00PM**

Senior Center, 107 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 6:00pm.

**Agenda:** No action taken.

**Public comment**

Lou Timolat made a public comment regarding the process for a Town Meeting and submitted legal opinion. (attached)

Lou also presented a letter from the TAHD regarding their budget and spending plan.

Several citizens made public comments, however none other than Mr. Timolat's were received in writing.

A video of the meeting, including public comments, is available at this link:

<https://www.youtube.com/watch?v=oNQAGVAH2uI>

**Secretary's Report**

**Chris Kinsella made a motion to approve the minutes for The Board of Selectmen's meetings held on December 11, 2023, and January 3, 2024. Judy Jacobs seconded the motion; unanimous.**

**Treasurer's and Tax Collector's Report**

No Action Taken

**Communications:**

- a) Written
  - 1) Litchfield Hills/Northwest Elderly Nutrition Program (attached)
- b) Oral
  - 1) Transfer Station Hours over the holidays (see Selectmen's report below)

**First Selectman's Report presented by David Barger**

- a) **CEN**: Dave Barger has asked Thomas Wilson to review the internet proposals from CEN, Frontier and Comcast/Xfinity. Thom agreed to do so and will assist Dave with recommending a provider.
- b) **DOT** – The State of Connecticut Department of Transportation has provided a report indicating the condition of the bridges in Town. The Bridge/Infrastructure committee will discuss this report.
- c) **Northwest Hills Council of Governments (NHCOG)** Community and Economic Development (CED). Dave reported the meeting on December 20<sup>th</sup>, 2023, consisted of attracting and maintaining workforce, and a regional approach to marketing the region.
- d) **Transfer Station Holiday Hours**: Dave Barger received numerous communications from citizens regarding the closing of the Transfer Station over the holidays. Dave pointed out that due to the holidays falling on a Monday, the transfer station trash pickup was delayed until Wednesday leaving not enough space for additional trash.
- e) **Eversource**: Dave Barger met with Eversource liaison Tim Waldron to discuss protocols in an emergency power outage.
- f) **Vision Zero**: An automated camera system to monitor speed limits in Town may be available this year. Rules will be available sometime in 2024.

### **Old Business:**

- a) Raffle/Bazaar/Bingo Ordinance, Canine Ordinance and Local Bidder Policy. (see New Business)
- b) Plan of Conservation and Development. Dave stated he is waiting for the Planning and Zoning Commission to review and approve.

### **New Business**

- a) Tax Abatements and Suspense Items:

None

- b) Recommend Ordinances and Policy to Town Meeting:

**Judy Jacobs made a motion to approve and send to Town Meeting the Raffle/Bazaar/Bingo Ordinance, the Canine Ordinance, and the Local Bidder policy, as presented. Chris Kinsella seconded the motion; unanimous.** The fee for the Raffle Application will be \$35.00.

### **Discussion/Update Items**

- a) Solar Project: Dave does not see the Town moving forward with the current project and would like to form a committee to review all options and present a recommendation to the Board of Selectmen.
- b) Economic Development Committee/Director: No action taken.
- c) The Bridge/Infrastructure Committee: will be meeting on January 16, 2024.
- d) USI Invoice: Interim Treasurer Michelle Hansen stated the line-item will be over budget due to the timing of the invoice.
- e) The Board of Selectmen will be participating in the Financial Reports orientation with the Interim Treasurer. Schedule to be set by the Board of Finance.

### **Adjournment:**

**Chris Kinsella made a motion to adjourn the meeting at 6:37pm. Judy Jacobs seconded the motion; unanimous.**

Respectfully submitted by Recording Secretary, Denise Cohn.

### **Attachments:**

Communication from Lou Timolat

Treasurers Report

Litchfield Hills/Northwest Elderly Nutrition Program

CEN information

DOT letter regarding condition of Town bridges

Eversource communication

Vision Zero information

Bazaar/Raffle/Bingo Ordinance

Canine Ordinance

Local Bidder Policy

See Dave Barger for information on TAHD presented by Lou Timolat

LAW OFFICES OF  
**KEVIN E. NELLIGAN, LLC**

194 ASHLEY FALLS ROAD  
P.O. BOX 776  
CANAAAN, CONNECTICUT 06018

860-824-5171  
FACSIMILE NO. 860-824-5161  
EMAIL kevin@nelliganlaw.com

WINSTED OFFICE  
40 PARK PLACE EAST  
WINSTED, CONNECTICUT 06096  
860-379-7109  
PLEASE REPLY TO CANAAAN OFFICE

January 2, 2024

Louis Timolat  
254 Route 63  
Falls Village, CT 06031

Re: Falls Village Town Meeting

Dear Lou:

You have asked me to render an opinion on the procedure for a Special Town Meeting that has been removed to referendum by initiative of the Board of Selectmen. The facts you submitted to me are that a Special Town Meeting was held on November 6, 2023 to address four questions. The Board of Selectmen, prior to the town meeting, voted to remove the four items to a referendum vote to be held on November 7, 2023. The Board of Selectmen refused to allow for any discussion on the questions to be sent to referendum.

The procedure for Town Meetings is set forth in C.G.S. §7-7. There are two methods to remove a question from the Town Meeting to a referendum. The first is by petition of the voters, the second is by the Board of Selectmen. The statute is clear that the procedure to be followed is the same for either method. The clause pertaining to the Board of Selectmen acting by their own initiative states that the removal to referendum is to be done, "... in the manner provided in this section." The section sets forth numerous steps that must be taken to remove the question to a referendum. For purposes of your inquiry, the section requires the moderator of the town meeting to allow for, "... reasonable discussion before the meeting is adjourned."

The sentence requiring "reasonable discussion" does begin with, "When such petition has been filed . . ." However, I do not believe that language limits "reasonable discussion" only to a Town Meeting being removed to referendum by petition of the voters. Such an interpretation would render the phrase, "... submission to the voters in the manner provided by this section." meaningless.

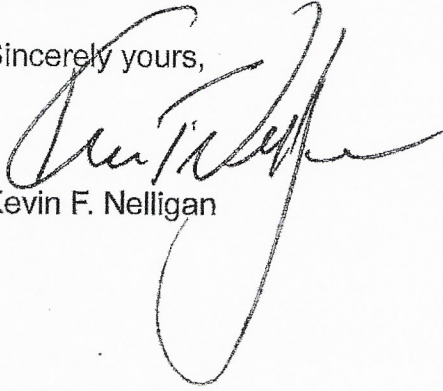


It is a basic tenet of statutory construction that the legislature [does] not intend to enact meaningless provisions . . . In construing statutes, we presume that there is a purpose behind every sentence, clause, or phrase used in an act and that no part of a statute is superfluous . . . Because [e]very word and phrase [of a statute] is presumed to have meaning . . . [a statute] must be construed, if possible, such that no clause, sentence or word shall be superfluous, void or insignificant." (Internal quotation marks omitted) *PJM & Associates, LC v. Bridgeport*, 292 Conn. 125, 138 (2009).

In addition to ignoring the requirement for reasonable discussion, the Board has also ignored the time frames for the referendum vote. The statute requires the vote to be taken between 7 and 14 days of the Town Meeting. The documents you submitted indicate the vote occurred one day after the Special Town Meeting.

In summary, C.G.S. §7-7 requires reasonable discussion at the Town Meeting. It is immaterial if the referendum is prompted by a voter petition or Board of Selectmen action. The timing of the referendum is also fixed by statute – 7 to 14 days from the Town Meeting, regardless of which body initiated the referendum.

Sincerely yours,

  
Kevin F. Nelligan

KFN:ch

Louis

On Jan 2, 2024, at 3:34 PM, Michael Rybak <[mdr@litchlaw.com](mailto:mdr@litchlaw.com)> wrote:

Lou:

You asked for a legal opinion as to the proper procedure for conducting a town meeting under the General Statutes §7-7 where the Board of Selectmen has warned a town meeting and voted to "remove" an item from the warning for a vote by the electors and taxpayers following the meeting. The town meeting must be warned and conducted in the same manner as any other town meeting, except the item removed from the warning shall be voted upon by ballots at an adjourned town meeting. This means that a moderator is chosen by the town meeting, the warning is read, the item is opened for discussion by a motion and a second, the item is discussed, and the vote adjourned to a ballot to be held not sooner than 7 nor more than 14 days after the town meeting. No action may be taken on the item at the meeting, *i.e.*, amending or tabling the item. All persons eligible to vote at the town meeting under CGS 7-6 are eligible to vote at the adjourned town meeting. I have highlighted the relevant portions of the statute (attached). The statute is subject to the plain meaning rule in CGS 1-2z (attached) and therefore, speaks for itself.

Parenthetically I would note as a former selectman and the sponsor of PA 81-228, the sole purpose of allowing the Board of Selectmen to remove an item from a town meeting warning is to provide an alternative to a petitioning an item to an adjourned town meeting vote. It is not a means to call a direct referendum without holding a town meeting. That would require the adoption of a charter. The purpose of PA 81-228 was not to short circuit the town meeting process, but simply to give the town another means of calling a town wide vote on an important matter.

The town meeting serves a valuable purpose as the legislative body of the town and must be properly called to order and conducted. The town's voters must be given the opportunity to speak on an important matter, even if the vote is to be held at an adjourned town meeting. Failure to do so may constitute a violation of due process and free speech. At the very least, it devalues the importance of the New England town meeting form of government still employed by many towns in Connecticut.

I offer no opinion on whether the failure to follow the statutory procedure under CGS §7-7 would invalidate any action taken by the town pursuant to an otherwise lawful and proper vote. However, it should be noted for future reference that proper procedure should be followed and not short circuited. This is particularly true of important matters such as public borrowing, the sale or purchase of real estate, or the adoption of an ordinance.

Please let me know if you have any further questions.

Michael D. Rybak, Esq.  
Guion, Stevens & Rybak, LLP  
93 West Street, P.O. Box 338  
Litchfield, CT 06759-0338  
Tel.: (860) 567-0821 / Fax: (860) 567-0825  
Email: [mdr@litchlaw.com](mailto:mdr@litchlaw.com)  
<image001.png><image002.jpg>

**General Fund Accounts:**

<u>Bank</u>	<u>Account</u>	<u>Type</u>	<u>Balance</u>	
Nat'l. Iron	Main Account	Money Market	\$ 823,303.40	Int Rate .02%
Nat'l. Iron	Regular Account	Checking	\$ 9,321.32	
NBT Bank	Municipal Account	Savings	\$ 472,436.05	Int Rate - 3.05%
NBT Bank	Board of Education	Checkings	\$ 6,005.27	
Litchfield Bancorp	Savings	Cert. of Deposit	\$ 202,270.55	Rate - 2.05% mat-2/3/2024
Salisbury Bank	Savings	Money Market	\$ 135,211.97	Int rate 3%
<b>General Fund Total</b>			<b>\$ 1,648,548.56</b>	
<b>Committed Funds: GF commitment</b>			<b>\$ 329,542.00</b>	
<b>Total Designated Funds:</b>			<b>\$ 329,542.00</b>	
<b>Net General Funds Total:</b>			<b>\$ 1,319,006.56</b>	
<b>Cash Requirement for FY 23-24 Kellogg Accounts Payable</b>			<b>\$ 488,351.36</b>	
<b>Projected General Fund - 6/30/24</b>			<b>\$ 830,655.20</b>	
<b>Capital Reserve Accounts:</b>				
Torrington Savings		Savings, CDs, MM	\$ 937,165.79	8/31/2023
NBT Bank		Cert. of Deposit	\$ 143,110.59	8/31/2023
<b>Total Reserve Accounts:</b>			<b>\$ 1,080,276.38</b>	

**Summary of Budgets:**

	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Year to Date Activity</u>	<u>Unexpended/ Uncollected Balance</u>	<u>% Used</u>
Revenue Receipts	\$ 5,544,557.00	\$ 5,544,557.00	\$ 3,387,371.62	\$ 2,384,350.77	61.09%
Municipal Budget	\$ 2,247,689.00	\$ 2,253,689.00	\$ 1,320,093.63	\$ 933,595.37	58.57%
Bd of Education	\$ 3,620,410.00	\$ 3,620,410.00	\$ 1,524,177.29	\$ 2,096,232.71	42.10%
Approved GF Approp.	\$ 323,542.00	\$ 329,542.00	\$ -	\$ 329,542.00	
<b>Cash Requirement for FY 23-24</b>				<b>\$ (315,935.31)</b>	
<b>Amount Received</b>			<b>Expensed</b>	<b>Balance</b>	
ARPA/CRF Grant	311,635.96		\$ 299,647.96	\$ 11,988.00	

<b>Account Number</b>	<b>Title of Account</b>	<b>Balance</b>	<b>Date Last Funded</b>	<b>Purpose</b>	<b>Anticipated Disbursement Date</b>
<b><u>Kellogg School Reserves:</u></b>					
1022305	Lee H. Kellogg Capital Improv	\$74,934.82	6/30/2023	Building maint	on going
1703228155	Lee H. Kellogg Technology Res.	\$23,450.36	6/30/2023	Technology upgrade	on going
<b><u>Highway Dept Reserves</u></b>					
1702301209	Heavy Equipment Reserve	\$21,264.12	8/29/2023	purchase equip for town garage	purchase excavator in 3 yrs
51001439	Truck Reserve	\$143,906.00	8/29/2023	purchase highway truck	purchase truck in 3 yrs(\$200,000
1702646689	Bridge Maint & Repair Reserve	\$24,757.91	8/29/2023	repairs/maint required to bridges	as required by State of CT
5100144	Salt Shed Fund Reserve	\$115,512.17	8/29/2023	Anticipation of building salt shed at town garage	when mandated by State of CT
<b><u>Emergency Services Reserves</u></b>					
4020025150	Fire Truck Reserve	\$143,110.59	8/17/2021	purchase new fire truck	purchase tanker in 4 yrs
51001405	Fire Truck Reserve	\$93,581.32	8/30/2022	purchase new fire truck	purchase tanker in 4 yrs
1702838046	Ambulance Reserve	\$38,313.73	8/29/2023	purchase new ambulance	purchase in 10 yrs - 2027+/-
<b><u>Transfer Station Reserves</u></b>					
1702731852	Bulky Waste Building Reserve	\$75,882.63	8/29/2023	anticipation of building bulky waste building at TS	when mandated by State of CT
<b><u>Recreation Reserves</u></b>					
1022570	Pool Reserves	\$28,562.12	8/29/2023	improve recreation property &/or on going maint to pool	as needed
<b><u>Property Reserves</u></b>					
51001426	Environmental Cleanup Reserve	\$16,933.75	8/29/2023	anticipation of a cleanup problem	as needed
1705336856	Painting Reserve	\$53,560.38	8/29/2023	painting at 107/108 Main St. proper	as scheduled
1702630541	107/108 Main St. Prop. Reserve	\$44,280.60	8/29/2023	Major property repairs/improvement	as needed
1703579673	Tree Replacement Reserve	\$2,001.71	8/29/2023	to replace trees on Main St.	
<b><u>Office/Dept Reserves</u></b>					
1022318	Training Reserve	\$1,978.00	7/1/09*	training of town officials	as needed
51001380	Board of Assessors Reserve	\$42,062.84	8/29/2023	Revaluation (5/10 years)	every 5 & 10 years
51001431	Planning & Zoning Reserve	\$31,821.41	8/29/2023	Mandated update of plans	rewrite in 7 yrs - 2025
1022891	Registrars Capital Reserve	\$11,020.99	11/30/09*	purchase voting machine(s)	when mandated by State of CT
51001454	Computer Reserve	\$4,667.79	8/29/2023	purchase computers	as needed
1703228147	Post Employment Benefits Res.	\$30,221.93	8/29/2023	Mandated res. for retiree benefits	when applicable
<b>Total</b>		<b>\$1,021,825.17</b>			

\* after funded date = prior to that date



<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>12/1/2023 12/31/2023</u>	<u>07/1/23 - 12/31/2023</u>	<u>Unexpended Balance</u>	<u>% Used</u>
1001	Selectmen Expenses	\$60,208.00	\$60,208.00	\$9,894.98	\$28,869.34	\$31,338.66	48%
1002	Town Hall Expenses	\$60,050.00	\$60,050.00	\$8,037.57	\$25,651.41	\$34,398.59	43%
1003	Legal Expenses	\$13,673.00	\$13,673.00	\$642.96	\$2,062.91	\$11,610.09	15%
1005	Board of Assessors	\$57,956.00	\$57,956.00	\$6,004.05	\$26,552.48	\$31,403.52	46%
1006	Board of Tax Review	\$1,500.00	\$1,500.00	\$130.00	\$183.36	\$1,316.64	12%
1007	Board of Finance	\$34,950.00	\$34,950.00	\$17,460.00	\$34,430.00	\$520.00	99%
1008	Tax Collector	\$36,920.00	\$36,920.00	\$4,308.60	\$18,389.51	\$18,530.49	50%
1009	Treasurer	\$43,335.00	\$43,335.00	\$7,754.65	\$22,773.18	\$20,561.82	53%
1010	Town Clerk	\$51,213.00	\$51,213.00	\$8,080.93	\$24,321.88	\$26,891.12	47%
1011	Planning & Zoning	\$37,770.00	\$37,770.00	\$5,670.00	\$17,585.84	\$20,184.16	47%
1012	Zoning Board of Appeals	\$500.00	\$500.00	\$117.15	\$252.15	\$247.85	50%
1014	Registrar of Voters	\$28,960.00	\$28,960.00	\$4,034.85	\$8,345.72	\$20,614.28	29%
1015	Insurance	\$45,960.00	\$45,960.00	\$14,556.57	\$38,836.48	\$7,123.52	85%
1016	Benefits	\$230,050.00	\$230,050.00	\$36,785.22	\$114,530.94	\$115,519.06	50%
1017	Economic Development	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	0%
1018	Public Health	\$19,171.00	\$19,171.00	\$0.00	\$10,907.44	\$8,263.56	57%
1019	Social Services	\$53,923.00	\$53,923.00	\$5,943.23	\$31,226.91	\$22,696.09	58%
1020	Wm. Surdam Blding	\$14,420.00	\$20,420.00	\$6,410.85	\$10,921.96	\$9,498.04	53%
1021	Street Lights	\$7,700.00	\$7,700.00	\$1,223.14	\$4,799.80	\$2,900.20	62%
1022	General Assistance	\$3,000.00	\$3,000.00	\$185.00	\$185.00	\$2,815.00	6%
1023	Selectmen's Fund for Non-municipal Public Benefit Activities	\$71,297.00	\$71,297.00	\$8,658.00	\$66,059.00	\$5,238.00	93%
1024	Conservation Commission	\$2,250.00	\$2,250.00	\$0.00	\$551.00	\$1,699.00	24%
1025	Debt Service - Interest	\$37,765.00	\$37,765.00	\$16,698.13	\$37,146.47	\$618.53	98%
1026	Debt Service - Principal	\$132,500.00	\$132,500.00	\$0.00	\$132,500.00	\$0.00	100%
1027	General Public Safety	\$63,239.00	\$63,239.00	\$11,994.91	\$27,635.80	\$35,603.20	44%
1028	Non-Recur. Capital Accounts	\$141,000.00	\$141,000.00	\$0.00	\$141,000.00	\$0.00	100%
1202	107 Main St. Property	\$26,600.00	\$26,600.00	\$6,007.61	\$21,831.98	\$4,768.02	82%
1203	35 Railroad St Property	\$4,550.00	\$4,550.00	\$644.17	\$1,897.32	\$2,652.68	42%
2001	Fire Commission	\$112,500.00	\$112,500.00	\$5,335.31	\$42,459.66	\$70,040.34	38%
3001	Road Maintenance	\$565,419.00	\$565,419.00	\$62,290.58	\$271,808.67	\$293,610.33	48%
3002	Town Garage	\$27,950.00	\$27,950.00	\$5,096.69	\$10,075.69	\$17,874.31	36%



<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>12/1/2023 12/31/2023</u>	<u>07/1/23 - 12/31/2023</u>	<u>Unexpended Balance</u>	<u>% Used</u>
				\$0.00			
4001	Recreation Commission	\$87,145.00	\$87,145.00	\$4,103.90	\$77,081.91	\$10,063.09	88%
6001	Waste Management	\$173,715.00	\$173,715.00	\$25,375.62	\$69,219.82	\$104,495.18	40%
	<b>Total</b>	<b>\$2,247,689.00</b>	<b>\$2,253,689.00</b>	<b>\$283,444.67</b>	<b>\$1,320,093.63</b>	<b>\$933,595.37</b>	59%

\*\*\* 33% thru fiscal year 2023-24

Board of Finance/Town Mtg Approved:

BOF approved:

10/16/2023 BOF approved for water testing 1020-352

\$6,000.00

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>7/1/23 - 8/30/2023</u>	<u>9/1/2023- 9/30/2023</u>	<u>10/1/2023- 10/31/2023</u>	<u>11/1/2023 11/30/2023</u>
1001	Selectmen Expenses	\$60,208.00	\$60,208.00	\$10,439.38	\$4,267.49	\$4,267.49	\$4,916.15
1002	Town Hall Expenses	\$60,050.00	\$60,050.00	\$13,623.90	\$1,901.26	\$2,088.68	\$4,018.02
1003	Legal Expenses	\$13,673.00	\$13,673.00	\$1,180.99	\$0.00	\$238.96	\$563.76
1005	Board of Assessors	\$57,956.00	\$57,956.00	\$10,040.68	\$3,280.20	\$7,227.55	\$2,819.70
1006	Board of Tax Review	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$53.36	\$0.00
1007	Board of Finance	\$34,950.00	\$34,950.00	\$9,970.00	\$7,000.00	\$0.00	\$560.00
1008	Tax Collector	\$36,920.00	\$36,920.00	\$10,693.81	\$1,704.80	\$1,682.30	\$1,662.30
1009	Treasurer	\$43,335.00	\$43,335.00	\$8,093.99	\$3,171.52	\$3,753.02	\$3,145.22
1010	Town Clerk	\$51,213.00	\$51,213.00	\$8,578.73	\$2,663.98	\$4,998.24	\$3,833.90
1011	Planning & Zoning	\$37,770.00	\$37,770.00	\$3,975.84	\$3,450.00	\$4,490.00	\$0.00
1012	Zoning Board of Appeals	\$500.00	\$500.00	\$0.00	\$0.00	\$135.00	\$72.60
1014	Registrar of Voters	\$28,960.00	\$28,960.00	\$920.00	\$0.00	\$3,390.87	\$2,056.72
1015	Insurance	\$45,960.00	\$45,960.00	\$12,446.92	\$11,832.99	\$0.00	\$0.00
1016	Benefits	\$230,050.00	\$230,050.00	\$30,707.10	\$29,627.39	\$17,411.23	\$18,308.43
1017	Economic Development	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00
1018	Public Health	\$19,171.00	\$19,171.00	\$10,407.44	\$0.00	\$500.00	\$0.00
1019	Social Services	\$53,923.00	\$53,923.00	\$16,554.35	\$2,439.33	\$6,290.00	\$3,028.69
1020	Wm. Surdam Blding	\$14,420.00	\$20,420.00	\$1,827.68	\$2,443.68	\$239.75	\$4,231.67
1021	Street Lights	\$7,700.00	\$7,700.00	\$1,694.66	\$1,148.43	\$733.57	\$656.30
1022	General Assistance	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
1023	Selectmen's Fund for Non-municipal Public Benefit Activities	\$71,297.00	\$71,297.00	\$57,313.00	\$44.00	\$44.00	\$5,044.00
1024	Conservation Commission	\$2,250.00	\$2,250.00	\$551.00	\$0.00	\$0.00	\$0.00
1025	Debt Service - Interest	\$37,765.00	\$37,765.00	\$20,448.34	\$0.00	\$0.00	\$1,316.27
1026	Debt Service - Principal	\$132,500.00	\$132,500.00	\$132,500.00	\$0.00	\$0.00	\$0.00
1027	General Public Safety	\$63,239.00	\$63,239.00	\$10,716.45	\$2,147.68	\$2,776.76	\$2,391.64
1028	Non-Recur. Capital Accounts	\$141,000.00	\$141,000.00	\$111,000.00	\$30,000.00	\$0.00	\$0.00
1202	107 Main St. Property	\$26,600.00	\$26,600.00	\$4,782.82	\$9,102.56	\$1,938.99	\$2,098.93
1203	35 Railroad St Property	\$4,550.00	\$4,550.00	\$839.08	\$169.08	\$244.99	\$197.07
2001	Fire Commission	\$112,500.00	\$112,500.00	\$31,491.16	\$3,690.67	\$1,942.52	\$3,268.61
3001	Road Maintenance	\$565,419.00	\$565,419.00	\$149,417.66	\$25,409.87	\$34,690.56	\$28,495.72
3002	Town Garage	\$27,950.00	\$27,950.00	\$2,474.70	\$1,343.01	\$1,161.29	\$2,486.94

<u>ACCT#</u>	<u>ACCOUNT TITLE</u>	<u>ORIGINAL 2023 - 24 BUDGET</u>	<u>AMENDED 2023 - 24 BUDGET</u>	<u>7/1/23 - 8/30/2023</u>	<u>9/1/2023- 9/30/2023</u>	<u>10/1/2023- 10/31/2023</u>	<u>11/1/2023 11/30/2023</u>
4001	Recreation Commission	\$87,145.00	\$87,145.00	\$63,150.60	\$7,222.16	\$2,605.25	\$2,730.40
6001	Waste Management	\$173,715.00	\$173,715.00	\$17,865.68	\$10,429.26	\$15,549.26	\$13,125.58
<b>Total</b>		<b>\$2,247,689.00</b>	<b>\$2,253,689.00</b>	<b>\$753,705.96</b>	<b>\$164,489.36</b>	<b>\$118,453.64</b>	<b>\$111,028.62</b>

\*\*\* 33% thru fiscal year 2023-24

Board of Finance/Town Mtg Approved:

BOF approved:

10/16/2023 BOF approved for water testing 1020-352

\$6,000.00

			<b>Approved 2023 - 2024 <u>Revenue Budget</u></b>		<b>Amended 2023- 2024 <u>Revenue Budget</u></b>		<b>7/1/2023 - 12/31/2023</b>		<b>Revenue Uncollected</b>	
1108-901	Current Property Tax	\$	4,978,256.00	\$	4,978,256.00	\$	2,862,656.90	\$	2,115,599.10	
1108-902	Prior Years Tax	\$	-	\$	-	\$	76,286.76	\$		(76,286.76)
1108-103	Interest/Lien Fees	\$	-	\$	-	\$	59,786.05	\$		(59,786.05)
2110-904	Conveyance Tax	\$	15,000.00	\$	15,000.00	\$	27,964.06	\$		(12,964.06)
2111-912	Planning & Zoning	\$	1,500.00	\$	1,500.00	\$	620.00	\$	880.00	
2113-913	Building Permits	\$	20,000.00	\$	20,000.00	\$	9,545.00	\$	10,455.00	
2122-953	General Assistance	\$	-	\$	-	\$	-	\$	-	
2124-915	Inlands/Wetlands	\$	500.00	\$	500.00	\$	435.00	\$	65.00	
2210-920	Town Clerk Fees	\$	8,550.00	\$	8,550.00	\$	4,608.00	\$	3,942.00	
2410-951	Rental Income	\$	19,525.00	\$	19,525.00	\$	8,175.00	\$	11,350.00	
2410-951	Copy/Fax Income	\$	1,700.00	\$	1,700.00	\$	585.75	\$	1,114.25	
2410-951	Other Town Revenue	\$	32,000.00	\$	32,000.00	\$	39,085.47	\$		(7,085.47)
2410-951	Recreation Fees	\$	10,500.00	\$	10,500.00	\$	6,579.00	\$	3,921.00	
2420-952	Public Works	\$	-	\$	-	\$	-	\$	-	
2601-922	Transfer Station Fees	\$	16,225.00	\$	16,225.00	\$	11,545.65	\$	4,679.35	
3101-939	Town Aid Road Money	\$	169,392.00	\$	169,392.00	\$	83,724.87	\$	85,667.13	
4110-950	Bank Dep/Investments	\$	5,000.00	\$	5,000.00	\$	9,434.39	\$		(4,434.39)
5210-930	Pilot State Property	\$	77,153.00	\$	77,153.00	\$	84,868.34	\$		(7,715.34)
5215-931	Colleges/Hospitals	\$	-	\$	-	\$	-	\$	-	
5220-932	Mashnatucket Pequot Fund	\$	6,202.00	\$	6,202.00	\$	-	\$	6,202.00	
5240-933	Elderly Relief	\$	2,000.00	\$	2,000.00	\$	-	\$	2,000.00	
5290-934	All Other State	\$	44,844.00	\$	44,844.00	\$	51,759.38	\$	(6,915.38)	
5291-935	Tel Access Line Tax	\$	6,000.00	\$	6,000.00	\$	-	\$	6,000.00	
5292-936	Local Capital Improv(LOCIP)	\$	18,530.00	\$	18,530.00	\$	18,274.00	\$	256.00	
5410-937	Education Cost Sharing	\$	111,680.00	\$	111,680.00	\$	31,438.00	\$	80,242.00	
5420-938	Pupil Transportation	\$	-	\$	-	\$	-	\$	-	
	Property Taxes	\$	4,978,256.00	\$	4,978,256.00	\$	2,998,729.71	\$	2,115,599.10	
	State & Local Revenues	\$	566,301.00	\$	566,301.00	\$	388,641.91	\$	209,858.35	
	Revenue Receivables	\$	5,544,557.00	\$	5,544,557.00	\$	3,387,371.62	\$	2,325,457.45	
1400-954	Approp. From Gen Fund	\$	323,542.00	\$	329,542.00	\$	-	\$	329,542.00	
	Trans. from Reserve Accts							\$	-	
	Total Revenue Budget	\$	5,868,099.00	\$	5,874,099.00	\$	3,387,371.62	\$	2,654,999.45	

\*\*

Oct-23

**General Fund Appropriations Amendments:**

BOF approved for water testing 1020-352

\$6,000.00





88 East Albert Street  
Torrington, CT 06790

(860) 482-4151  
fax: (860) 496-5900

December 29, 2023

TO: Financial Town Committees  
RE: Annual Budget Preparation

Included is a copy of our explanatory letter from Mayor Carbone and a Town Assessment Request with your town's request highlighted. You will also note that this chart shows last year's contribution, total meals served in your town, and similar information for all other towns in our service area.

Our program understands many towns continue to face difficult times and are asking for a zero increase request for the coming year. The State of Connecticut requires town assessments to use actual numbers of meals served in our formulas. This year's request calculates using meals provided to seniors in your town during the grant year October 1, 2022 – September 30, 2023. Area service levels tend to remain consistent for meals served resulting in budget request at or near zero increase and in some cases reductions. Towns that have an increase usually have shown an increase in need for Meals on Wheels. The town request form mentioned above will allow you to determine if the request amount reduces or exceeds last year's request in specific towns.

We are always happy to accept all support available but are also financially strapped and deeply in need of funding to continue our important work for your community's elderly population. These town assessments are a substantial part of our operating budget, please continue to fully support our efforts in your community.

If you have any questions regarding this financial request, or would like me present at your town budget hearing, please contact me at the above number or address.

Thank you,



Christine Trudeau-Brown

Supervisor  
LHNW Elderly Nutrition Program

# City of Torrington



ELINOR CARBONE  
Mayor

140 Main Street  
Torrington, CT 06790-5254  
Tel: (860) 489-2228  
Fax: (860) 489-2541

December 29, 2023

Mr. Henry Todd, First Selectman  
Town Hall  
108 Main Street  
PO Box 47  
Falls Village, CT 06031

Dear First Selectman Todd,

The Litchfield Hills/Northwest Elderly Nutrition Program served over 173,000 meals to over 1,100 seniors living in the 18 towns of Northwest Connecticut during the October 1, 2022 – September 30, 2023 program year. The annual budget of \$1,568,670 for the home delivered program plus \$510,340 for congregate totaled \$2,079,010.

Demand for service is increasing, particularly the demand for home-delivered meals. Seniors become homebound due to illness or disability, therefore, are unable to shop for food and prepare their own meals. At the same time, program costs continue to increase (i.e. food, purchase of replacement trucks and truck repairs) to operate this program. Seniors are asked for a suggested donation of \$4.00 for a congregate meal, \$5.00 per day for home-delivered 2 meal packs. Many participants are low income and cannot afford to give even a small donation. This past fall the program continued a large scale fundraising effort with its 14<sup>th</sup> annual "Thanksgiving x365", Subaru Share the Love® Event, "Buy a Wheel" (a public fundraiser based in grocery stores) in addition to our smaller monthly traditional fundraising and pursuing grant opportunities. It has become evident that the programs future will be in jeopardy without additional annual fundraising and continued municipal support.

Attached please find a Request for Funds outlining an assessment, by town, to be included in your 2024-2025 town budget. The total meals served to seniors from your town have been multiplied by \$ .50 per meal to arrive at your town's assessment. The program relies on the total assessment in order to continue to serve meals at our highest level possible and to balance our budget. An invoice for the current assessment request will be mailed on July 1, 2024.

You are cordially invited to visit any of our congregate meal sites, ride a route or visit our Meals on Wheels operation. Please call Joel Sekorski, Program Director at (860) 489-2211 or Christine Trudeau-Brown, Supervisor at (860) 482-4151 for additional information. They will be happy to meet with you to discuss the program. We appreciate your cooperation and support.

Warmest regards,

Elinor C. Carbone  
Mayor

## REQUEST FOR FUNDS / Area Towns

TOWN	DONATION REQUESTED	DONATIONS RECEIVED	DONATIONS NOT RECEIVED	22-23 NUMBER MEALS ASSESSED \$ .50 per meal		TOTAL MEALS SERVED	DONATION REQUESTED
	2023/2024	2023/2024	2023/2024	CONGREGATE	HOME DELIVERED	22-23	2024/2025
Barkhamsted	\$1,431.31	\$ 1,431.31	\$ -		2360	2360	\$1,180.00
Canaan	\$449.36	\$ 449.36	\$ (0.00)	401	1758	2159	\$1,079.50
Colebrook	\$576.05	\$ 576.05	\$ -		1412	1412	\$706.00
Cornwall	\$504.71	\$ 544.00	\$ (39.29)		732	732	\$366.00
Goshen	\$1,470.26	\$ 1,470.26	\$ -		1516	1516	\$758.00
Harwinton	\$2,074.60	\$ 2,074.60	\$ -	918	2556	3474	\$1,737.00
Kent	\$206.64	\$ 197.62	\$ 9.02		732	732	\$366.00
Litchfield	\$2,682.22	\$ 2,683.00	\$ (0.78)		9806	9806	\$4,903.00
Morris	\$1,214.42	\$ 1,214.42	\$ (0.00)	927	1924	2851	\$1,425.50
New Hartford	\$981.54	\$ -	\$ 981.54		2442	2442	\$1,221.00
Norfolk	\$751.94	\$ 751.94	\$ (0.00)		1052	1052	\$526.00
No. Canaan	\$2,329.21	\$ 2,329.21	\$ -		4616	4616	\$2,308.00
Salisbury	\$317.75	\$ 1,317.75	\$ (1,000.00)	1759	3658	5417	\$2,708.50
Sharon	\$2,082.80	\$ 2,082.80	\$ (0.00)		1958	1958	\$979.00
Warren	\$445.26	\$ 440.34	\$ 4.92		544	544	\$272.00
Washington	\$567.85	\$ 567.44	\$ 0.41		3696	3696	\$1,848.00
Winchester/ Winsted	\$9,955.62	\$ 9,990.88	\$ (35.26)	6857	17232	24089	\$12,044.50
<i>Total</i>	\$ 28,041.54	\$ 28,120.98	\$ (79.44)	10862	57994	68856	\$34,428.00
Torrington	\$ 29,600.36		\$29,600.36	17819	56798	74617	\$30,592.97
<i>Grand Total</i>	\$ 57,641.90	\$ 28,120.98	\$ 29,520.92	28681	114792	143473	\$ 65,020.97

\* Assessment Request Letter for FFY 2024/2025 will be mailed prior to January 1, 2024



First Selectman &lt;firstselectman@canaanfallsvillage.org&gt;

**RE: CEN Connect - Canaan Falls Village**

1 message

Rego, Wendy &lt;wendy.rego@uconn.edu&gt;

Tue, Jan 2, 2024 at 5:31 PM

To: First Selectman &lt;FirstSelectman@canaanfallsvillage.org&gt;

Hi Dave,

It was a pleasure to speak to you on 12-21-23. Per our conversation, most of the details surrounding the CEN Connect program can be found on our website here. I'll try to get a link to our slide deck from our webinar.

Attached is a sample of our Agreement which is called the Network Access Service Agreement. Per your request, I have also attached an estimate for connecting your Town Hall to the CEN Network.

Here is a brief summary:

- 20-year commitment
- Fiber maintenance fees are \$35/mo. for 20 years or \$420/year
- Town starts at the 25M bandwidth commitment tier (\$123/mo.) which bursts to the handoff speed of 1 Gig.
- No overage fees. You are locked into your bandwidth commitment tier until we evaluate your traffic usage once a year.
- Invoices are sent quarterly in arrears.
- You can see your traffic graphs at any time.
- The circuit is symmetrical up and down.
- You will be assigned a /29 block of static IP's (IPv4) which gives you 5 static IP's.
- CEN works on a cost-recovery model. Our bandwidth commitment tiered pricing has either stayed the same or gone down every year for 20+ years.
- The fiber build will take 120-150 days.
- We will place CEN's equipment in your Town Hall.
- We have a 24/7 NOC (Network Operations Center)
- We offer DDoS protection at no cost.
- We offer managed firewall services for a cost.
- We offer internet content filtering for a cost.

You were also interested in getting the Town Garage quoted. I am still working on that. It should be the same price as the Town Hall but I will confirm. **Please confirm that the address is 100 Railroad St, Falls Village, CT 06031.**

I believe you were going to check to see what cost you are paying now and if you are in a contract and what bandwidth you receive now.

I look forward to continuing this conversation with you. If you have any questions, please contact me.

Regards,





Connecticut's Trusted Internet Partner

Company Address 55 Farmington Ave  
Hartford, CT 06105

Created Date 1-2-2024  
Quote Number 00001234

Prepared By Wendy Rego  
Phone (860) 622-4571  
Email wendy.rego@uconn.edu

Contact Name Dave Barger  
Phone 860-824-0707 x23  
Email firstselectman@canaanfallsvillage.org

Bill To Name Canaan-Falls Village Town Hall  
108 Main Street  
Canaan, CT 06031

Description:

CEN is pleased to offer lit fiber, Ethernet service to the Canaan-Falls Village Town Hall. Please see attached for a description of services included and bandwidth tier options. All prices shown are monthly in conjunction with the 20-year fiber IRU (Indefeasible Right of Use) which is a one-time payment paid for by the "CEN Connect" program with annual fiber maintenance that accompanies the 20-year IRU. The total monthly payment is the sum of the fiber IRU maintenance plus the bandwidth tier commitment selected. Delivery is expected in 150-180 days from the fiber vendor receiving the PO from CEN.

Product	List Price	Quantity	Total Price Per Month
---------	------------	----------	-----------------------

**Please choose one of the following bandwidth options  
(discount applies for over 1000 Mbps and 5-year  
commitment on Internet Access):**

Internet Access (25 Mbps)	\$123.00	1.00	\$123.00
Internet Access (50 Mbps)	\$245.00	1.00	\$245.00
Internet Access (100 Mbps)	\$440.00	1.00	\$440.00
Internet Access (500 Mbps)	\$735.00	1.00	\$735.00
Internet Access (1000 Mbps)	\$1,170.00	1.00	\$1,170.00

**Plus...**

Transport - Fiber IRU 20-year NRC (one-time payment-paid for by the CEN Connect program)	\$0.00	1.00	\$0.00
Fiber Maintenance (accompanies Fiber IRU product, price per month for 20 years)	\$35.00	1.00	\$35.00

## CEN Fiscal Year 2025 Pricing

Effective July 1, 2024

2023-12-18  
Announcement Date

FY24 DIA Bundle		
Handoff Speed (in Gbps)*	Committed Data Rate (in Mbps)	FY24 Monthly Price
1 Gbps	25	\$123
	50	\$245
	100	\$440
	500	\$735
	1000	\$1,170
	2x1000	\$1,860
	3x1000	\$2,255
	4x1000	\$2,646
10 Gbps	2000	\$1,860
	5000	\$2,940
	10000	\$3,920
100 Gbps	unlimited	\$14,700

FY25 DIA Bundle		
Handoff Speed (in Gbps)*	Committed Data Rate (in Mbps)	FY25 Monthly Price
1 Gbps	25	\$ 123
	50	\$ 245
	100	\$ 440
	500	\$ 735
	1000	\$ 1,170
	2x1000	\$ 1,860
	3x1000	\$ 2,255
	4x1000	\$ 2,646
10 Gbps	2000	\$ 1,860
	5000	\$ 2,940
	10000	\$ 3,920
100 Gbps	unlimited	\$14,700

Firewall Services	
Virtual Firewall*	Fully Managed (add-on)*
\$125	+ \$ 79
\$160	+ \$ 85
\$250	+ \$ 93
\$750	+ \$ 117
\$1,200	+ \$ 141
\$2,400	+ \$ 163
\$3,600	+ \$ 187
\$4,800	+ \$ 234
\$2,400	+ \$ 163
\$6,000	+ \$ 280
\$12,000	+ \$ 466
Call	ICB

Additional IPv4			
CIDR	Address Allocated	MRC	Price/IP
/ 29	8	\$28	\$3.50
/ 28	16	\$48	\$3.00
/ 27	32	\$80	\$2.50
/ 26	64	\$128	\$2.00
/ 25	128	\$192	\$1.50
/ 24	256	\$256	\$1.00

- All ports require minimum bandwidth commit level
- Discounts available for new 5-year contracts for 1 Gbps - 10 Gbps
- DIA prices do not include transport for new circuits
- IPv4 address based on availability
- \* = Setup charges may apply

### CEN DIA Bundle - Base Service Feature Set

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• 1 Gbps, 10 Gbps, and 100 Gbps fiber optic Ethernet handoff options</li> <li>• Symmetrical up/download speeds and dedicated bandwidth</li> <li>• On-demand burst-ability up to the full handoff speed</li> <li>• /29 Static IPv4 and /48 IPv6 Publicly Routable IP Addresses</li> <li>• BGP Routing (optional) for multi-homing multiple ISP networks</li> <li>• Jumbo Frame (9100 MTU) Support</li> <li>• Advanced Layer 2/3 Private Ethernet Circuits for point-to-point or point-to-multipoint (E-LINE, E-LAN)</li> <li>• 24x7x365 Network Operations Center (NOC) monitoring and dedicated support team</li> </ul> | <ul style="list-style-type: none"> <li>• DDoS (distributed denial of service) Monitoring, Mitigation &amp; Advanced Threat Protection</li> <li>• CIPA-compliant Web Filtering (K-12 and Libraries)</li> <li>• Name Server (DNS) Hosting (CEN Manages k12.ct.us)</li> <li>• DNS Response Policy Zones (RPZ)</li> <li>• Adherence to the principals of 'Net Neutrality'</li> <li>• Internet2 national backbone and Community Anchor Services</li> <li>• Cloud Connectivity to AWS, MER, GCP, OCI</li> <li>• Multiple Global Internet backbone providers</li> <li>• Mutually Agreed Norms for Routing Security (MANRS) compliant</li> </ul> |
|--|--|



# STATE OF CONNECTICUT

## DEPARTMENT OF TRANSPORTATION



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

December 14, 2023

The Honorable David Barger  
First Selectman  
Town of Canaan  
108 Main Street  
P.O. Box 47  
Falls Village, Connecticut 06031  
Via email: [Firstselectman@canaanfallsvillage.org](mailto:Firstselectman@canaanfallsvillage.org)

Dear First Selectman Barger:

Subject: Bridge Inspection Reports for Local Structures  
Town of Canaan

The Department of Transportation (Department) has completed its biennial bridge inspection activities in the Town of Canaan, which maintains five bridges in the National Bridge Inventory. The condition ratings of the structures are as follows:

Bridge No.	Facility Carried	Feature Crossed	Condition
05193	COBBLE ROAD	HOLLENBECK RIVER	POOR
05194	LOWER BARRACK ROAD	FLAT BROOK	FAIR
05195	UNDER MOUNTAIN ROAD	WANGUM LAKE BROOK	FAIR
05196	WATER STREET	HOUSATONIC RIVER	GOOD
05659	CANNAN MOUNTAIN ROAD	WANGUM LAKE BROOK	FAIR

The Town is advised to engage the services of a professional engineering firm immediately for Bridge No. 05193, which is rated poor. This action is required so that any plans necessary for the rehabilitation or replacement of the structure can be prepared prior to the bridge degrading further and jeopardizing the safety of the traveling public. The Department is in the process of performing a load rating analysis on this bridge because some of the areas of the steel beams have heavy rust that has reduced the cross-sectional area and may have reduced the strength of the beams. If there is a significant reduction in strength, the bridge will require a load restriction and the Town will be notified. For information concerning possible funding assistance, please contact Mr. Marc Byrnes, Transportation Supervising Engineer for the Local Bridge Program, at [DOT-FLBP@ct.gov](mailto:DOT-FLBP@ct.gov).

Bridge No. 05659 is rated scour critical based on an analysis done as part of the Department's Bridge Scour Evaluation Program. A copy of the scour evaluation report was previously sent to the Town. During high river flow events, it is possible that the soil supporting the structure will be eroded, undermining the structure and making it unstable.

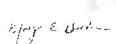
The Department's Bridge Safety and Evaluation Section will check for scour during its routine biennial bridge inspections. However, the Town should monitor for scour during and following high river flows. The Town should be prepared to take whatever actions are necessary to ensure the safety of the public up to and including closure of the structure. It is recommended that the Town engage the services of a professional engineering firm to determine the best course of action at this structure.

Bridge No. 05196 is located on the town line between the Towns of Canaan and Salisbury. The Town of Salisbury has been copied on this letter.

It is the Department's belief that serious bridge problems can be prevented or minimized by timely corrective action. Please review the reports and take appropriate action to correct all noted deficiencies. The Department's process of inventory and inspection in no way relieves the Town of its responsibility for bridge maintenance in accordance with Section 13a-99 of the Connecticut General Statutes.

If you have any questions concerning these structures, please contact Mr. Johnny Marquez of the Department's Bridge Safety and Evaluation section at [johnny.marquez@ct.gov](mailto:johnny.marquez@ct.gov).

Very truly yours,

 Digitally signed  
by Mary Baker  
Date: 2023.12.14  
13:55:13-05'00'

Mary E. Baker, P.E  
Transportation Bridge Safety Principal Engineer  
Bureau of Engineering and Construction

cc: Mr. Ted J. Aldieri, FHWA ([Ted.Aldieri@dot.gov](mailto:Ted.Aldieri@dot.gov))  
Ms. Kathryn A. Faraci, Northwest Hills Council of Governments  
([kfaraci@northwesthillscog.org](mailto:kfaraci@northwesthillscog.org))  
Mr. Tim Downs, Canaan/ Falls Village DPW Manager ([towngarage@canaanfallsvillage.org](mailto:towngarage@canaanfallsvillage.org))  
Mr. Curtis Rand, First Selectman, Town of Salisbury ([crand@salisburyct.us](mailto:crand@salisburyct.us))



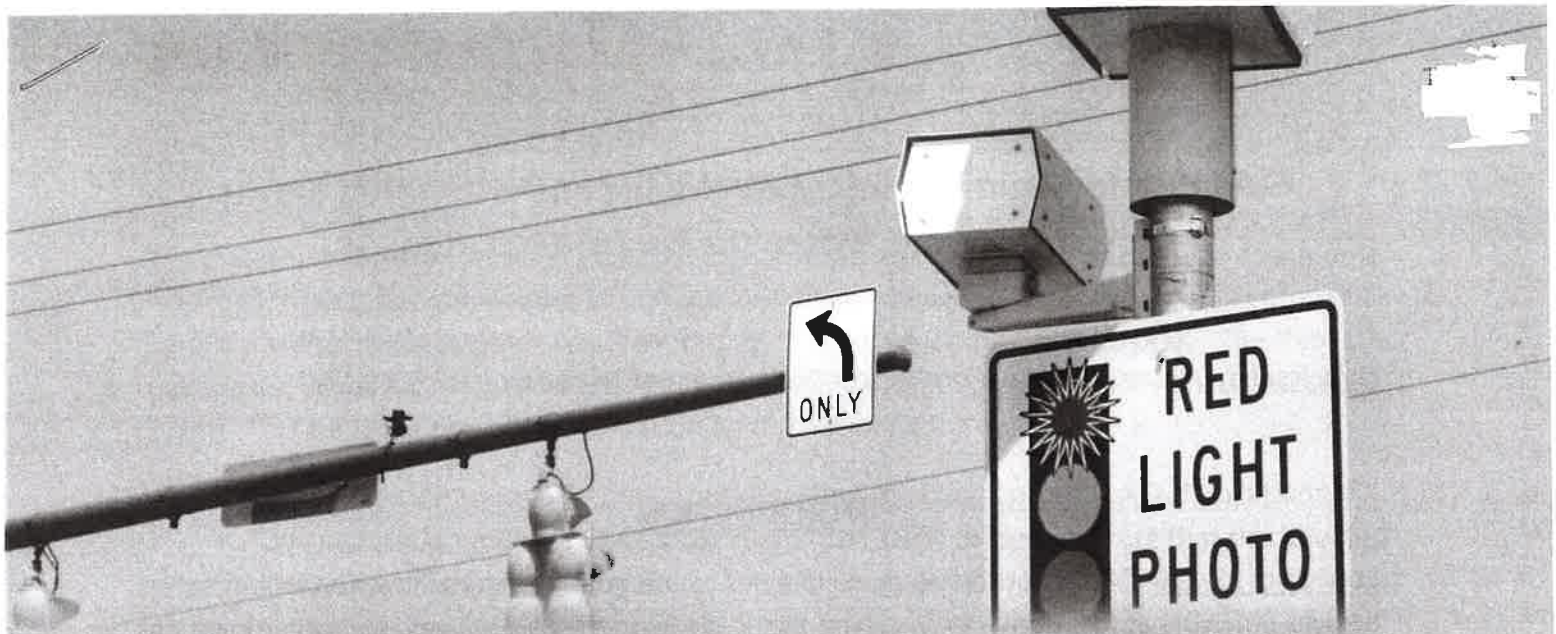
# EVERSOURCE EMERGENCY RESPONSE PLAN

ELECTRIC SYSTEM OPERATIONS – CT

September 2022

*\*Multi page  
document -  
available @  
First Selectman's  
Office*

**EVERSOURCE**



# Guidance for Municipalities Developing an Automated Traffic Enforcement Safety Device (ATESD) Plan



*A Multi page  
document -  
available @  
First Selectman's  
Office*



## **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, quasi public or off the property of the owner or keeper, 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.

## 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 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 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. The Town of Canaan Board of Selectmen, after review, will give preference to a **TOWN BASED BUSINESS** bidder

### **RESTRICTION OF USE OF LOCAL BIDDER PREFERENCE**

This 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