

# Canaan Select Board

## Meeting Minutes

December 16, 2019

Present: Jeffrey Clarke, Daniel Harriman                      Garrett Buzzell absent  
Next meeting: December 30, 2019, 6:00pm, Canaan Town Office

**Acting Chairman Daniel Harriman called the meeting to order at 6:00pm.**

### **1. Minutes**

Chairman Harriman motioned to accept the minutes without reading aloud, seconded by Jeff Clarke.

### **2. Clerk**

Chairman Harriman motioned to sign the November Monthly Report, seconded by Jeff Clarke.

### **3. Planning Board**

Chairman Harriman motioned to appoint Sarah Gilman as Planning Board Member to fill in the vacant spot, seconded by Jeff Clarke.

### **4. Tax Collector/Treasurer**

Chairman Harriman motioned to approve the three journal entries, seconded by Jeff Clarke.

Chairman Harriman motioned to sign the bank reconciliations, seconded by Jeff Clarke.

Chairman Harriman motioned to sign the two Weekly Financial Reports, seconded by Jeff Clarke.

### **5. Warrant #46**

Chairman Harriman motioned to approve Warrant #46 in the amount of \$107,020.24, seconded by Jeff Clarke.

**Chairman Harriman motioned to adjourn at 6:22pm, seconded by Jeff Clarke.**

**Respectfully submitted,**

**Danielle McCormick**

**Select Board Secretary**