

TOWN OF CANAAN

277 MAIN STREET · PO BOX 68
CANAAN, MAINE 04924

Select Board Meeting Minutes

February 3, 2025 6pm

Select Board Members Present: Jeffrey Clarke, Daniel Harriman

Absent: Megan Smith

Jeff Clarke called the meeting to order at 6:01pm, seconded by Dan Harriman.

Minutes

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

Comments from the Select Board

The Select Board would like to start a Contingency Fund from 2024 Surplus not to exceed \$25,000.00. Tabled to next meeting.

Old Business

The Town Office Remodel the Select Board needs to get a list of materials to send out bid packets to contractors.

Vacation Hours for Part Time employees will be after 1 year working for the Town one week of vacation of average hours worked per week. Example if the PT employee averaged 24 hours a week, they would receive 24 hours pay for their week vacation.

Road Commissioner

Dan Harriman motioned to rollover the remaining \$11399.61 from the Sand and Salt budget 2024 to the 2025 budget, seconded by Jeff Clarke.

Clerk

Jeff Clarke motioned to accept the Bond Article on the Town Warrant, seconded by Dan Harriman.

Tax Collector

Dan Harriman motioned to Rollover the remaining \$4282.00 Food Cupboard 2024 budget to the Food Cupboard Building account, seconded by Jeff Clarke.

Assessing contract was tabled until next meeting.

Jeff Clarke motioned to sign the Sub Accounting forms, seconded by Dan Harriman.

Jeff Clarke motioned to sign the Journal Entries, seconded by Dan Harriman.

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

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Jeff Clarke motioned to sign the Monthly Financial Report, seconded by Dan Harriman.

Jeff Clarke motioned to sign Warrant #1 in the amount of \$31,770.11, seconded by Dan Harriman.

General Assistance

Jeff Clarke motioned to sign the General Assistance Voucher, seconded by Dan Harriman.

Lake George

Summer Camp stayed the same as last year, \$18,100 for 85 kids to attend camp.

Jeff Clarke motioned to adjourn the meeting at 7:21pm, seconded by Dan Harriman.