

# Town of Canaan Board of Selectmen

## Meeting Minutes

December 17, 2018

Present: Garrett Buzzell, Jeffrey Clarke, Daniel Harriman

Next meeting: January 7, 2019, 6:00pm, Canaan Town Office

**Chairman Garrett Buzzell called the meeting to order at 6:00pm.**

### 1. Minutes

Chairman Buzzell motions to accept the minutes without reading aloud. Dan Harriman 2<sup>nd</sup>

### 2. Comments from selectmen

Jeff Clarke motions to enter executive session under 1 MRSA § 405(6)(A). Chairman Buzzell 2<sup>nd</sup>

Chairman Buzzell motions to come out of executive session. Dan Harriman 2<sup>nd</sup>

### 3. Clerk

Jeff Clarke motions to have a trial run for an assistant clerk to work 20 hours per week until January 31, 2019. Dan Harriman 2<sup>nd</sup>

Chairman Buzzell motions to sign the November Monthly Report

### 4. Old Business

Two quotes were received from assessing companies. Maine Assessment and Appraisal Services, Inc. quoted \$22,000; RJD Appraisal submitted a combined quote of \$25,000. The selectmen have tabled making a decision.

Chairman Buzzell motions to accept and sign the mailbox policy. Jeff Clarke 2<sup>nd</sup>

### 5. Tax Collector/Treasurer

Chairman Buzzell motions to sign the Bi-Weekly Financial Report. Jeff Clarke 2<sup>nd</sup>

### 6. Warrant #46

Chairman Buzzell motions to accept Warrant #46 for the amount of \$106,101.98. Dan Harriman 2<sup>nd</sup>

**Chairman Buzzell adjourns the meeting at 7:08pm**

**Respectfully Submitted,**

**Danielle McCormick, Selectmen Secretary**