

Town of Canterbury  
Board of Selectmen  
July 22, 2013

Selectmen Present: Bob Steenson  
Cheryl Gordon  
Town Administrator: Roger Becker

The meeting was called to order at 6:10 PM.

Garry & Linda Koch attended the meeting to discuss their attached garage with an apartment. A brief discussion was held on what determines an accessory apartment. Linda explained that she is willing to take out the kitchen. Bob noted that in the past the owner has removed components that make it a dwelling unit. Bob explained that if they remove one of the components that make it an accessory apartment then the building will come into compliance with the Town's Zoning Ordinance. The Board asked Roger to draft a letter to the Koch's regarding the removal of the kitchen.

Bob made a motion to have Roger check the property files to see that there are no known zoning violations and to contact Jim Snyder to re-inspect the premises. The Koch's thanked the Selectmen.

Chief LaRoche, Jim Sawicki and Ben Bynum attended the meeting. Chief Angwin was not able to attend.

Jim reported that he has priced out the culvert to make the necessary repairs at the Henry residence. Bob asked Jim to communicate that price to the Henry's. Bob further explained that if any issues occur when doing the culvert work they should contact one of the Selectmen.

Jim updated the Board on various on-going projects. A general discussion was held on the money available from the Cemetery Trusts to help with the paving.

Jim reported that the loader is all repaired; it ended up costing a little more than anticipated.

Bob asked the status of getting quotes on the Transfer Station roof. A general discussion was held on the scope of the project.

Chief LaRoche updated the Selectmen on the new cruiser. Bob suggested that the old cruiser be advertised for public sale. Jim asked if he could include truck 5 in the advertisement as well.

The Selectmen reviewed the budget report with Chief LaRoche. The Board asked the Chief to keep an eye on the overtime budget. Chief LaRoche explained that the overtime was mostly caused by the beach patrols.

Chief LaRoche noted that as a result of the added beach patrols, cars are being towed and tickets are being written. This will provide money for the Town.

A brief discussion was held on payroll, direct deposit v. paper check.

The Board thanked Jim.

A brief discussion was held on the process of selling 11 Kimball Pond Road.

The Board discussed with Ben the tax lien and deeding process. Bob put together a timeline for Ben

that would assist him with the lien/deeding process. Bob mentioned that the lien/deeding notices are going out later than usual. Ben explained that he talked to Bart about the deeding process. The Board discussed the report format they would like to see for the list of outstanding taxes. The Board will review the list of properties to be deeded and Ben will prepare the required documents. Ben stated that he would like to replace Lisa's computer in the near future.

The Board thanked Ben for attending.

Conservation Commission Chair Kelly Short attended the meeting to discuss a Conservation Easement. Kelly reported that Greg Meeh plans to erect and operate a distillery on the easement property. The easement does not specifically provide for a building envelope. The Conservation Commission spent many hours discussing the fine line between Agriculture use and Commercial use. Agricultural uses are permitted by the easement.

Tracy Boisvert suggested to the Conservation Commission that they provide a letter of interpretation; this seems to be the best way to go forward. Kelly submitted a mission statement, hand sketch of the proposed changes and 2 pages of the easement document. The Board reviewed the mission statement and the sketch. The sketch indicates that 15% of the barn is in the easement area. Bob stated that he would like the Selectmen to review the letter of interpretation prior to being submitted to the Meeh's. Kelly will draft the letter for their review and onto Town Counsel if they see fit.

The Board thanked Kelly.

David and Jane Balshaw and their Realtor John Silver attended the meeting.

The Balshaw's reported that they were present at the meeting to discuss the possible purchase of 11 Kimball Pond Road. A general discussion was held on the current listing of the property. David believes that there is a flaw in the process as the Town needs to be the seller. Bob explained the circumstances of the current agreement with the former owners; the former owner has three years to redeem the property unless the Board of Selectmen convenes a tax auction. The Balshaw's explained their interest in this historic property. The Balshaw's submitted their written offer for the Selectmen, Town Counsel and the Witts to review. The Balshaw's and Mr. Silver thanked the Selectmen. The Board will forward the offer to the attorneys, but reminded the Balshaw's that the Board didn't have the authority to accept or agree to the sale of this property at this time.

The Board of Selectmen signed:

- Letter to Mr. & Mrs. Beauchesne
- P/R Manifest
- Employee Leave requests
- Conservation Commission Appointment Slips
- Letter to Canterbury Woods
- Request from SBA to transfer Insurance from Travelers to RLI
- Deed to Kristen Ellis

Bob made a motion to approve the minutes of the July 8, 2013 as amended. Cheryl seconded the motion.

Bob made a motion to approve the non-public minutes of the July 8, 2013 as written. Cheryl seconded the motion.

The Board reviewed the telephone system proposals for the Sam Lake House.

The Board reviewed correspondence from Lorraine O'Brien regarding tax abatement. The Board

discussed the possibility of the qualification for a condition adjustment. The Board asked Jan to follow up with Mandy.

Bob made a motion to adjourn the meeting at 9:45 PM. Cheryl seconded the motion.

Respectfully submitted,

Jan Stout  
Administrative Assistant