

**Canaan Capital Improvement Program Committee
Minutes - Meeting on September 7, 2022**

The meeting began at 2:00 PM in the Canaan Emergency Operations Center.

Committee Members Present:

Claude Lemoi, Sadie Wells, Dan Collins, Tom Milligan

Others Attending:

Mike Samson, Sam Frank, Bob Cushman, Guy England, Salvator Percia, Ellie Davis, Tom Oppel, Stephen Freese

Proceedings:

Sadie Wells made a motion to approve the minutes of the September 2, 2022 meeting, Dan Collins seconded the motion, and it was unanimously approved.

Claude corrected a statement he had made at the previous meeting, telling everyone that it is his understanding that, since Canaan is an SB-2 Town, a three fifths (3/5) majority vote is required to approve warrant articles to lease capital equipment (instead of the 2/3 majority he previously stated).

Claude also reported that there are several New Hampshire laws that apply to the terms of lease agreements, to the budgeting process when lease agreements are proposed, and to related warrant articles and voting. Claude recommended the Town obtain the advice of legal counsel if it is decided to continue with a leasing strategy for certain items of capital equipment. Mike Samson stated he will seek legal counsel in this regard.

After a brief review of Police, Fire and Ambulance mobile equipment plans (unchanged since the last meeting except to increase the replacement cost estimates for Police Cruisers in future years), the remainder of the meeting focused on Highway Mobile equipment. It was reported that the Town is able to purchase one additional truck in the current fiscal year. The current replacement costs of listed equipment was updated to reflect recent information obtained by the Highway Department Head. The potential plan to lease four vehicles discussed at the prior meeting has been revised by Mike and the department head to propose leasing three vehicles and purchasing the fourth outright using Capital Reserves, per the normal process. The timing of the planned replacement schedule of highway vehicles within the six year planning horizon was discussed. There was some interest that members of the committee visit the highway garage to view the

equipment to gain more insight into the situation. Bob Cushman graciously invited the members to do so whenever it can be arranged.

Also, the committee reviewed Mike's first attempt to improve the CIP plan by applying a percentage annual increment to planned future Capital Reserves investments. After discussion of issues revealed by this first attempt, Mike plans to further refine this budget forecast technique. The result will be reviewed at a future CIP Committee meeting.

The next meeting was scheduled for Wednesday, September 14th at 5:00 PM at the Emergency Operations Center (EOC).

An additional meeting was scheduled for Tuesday, September 20th at 3:00 PM at the EOC.

Tom Milligan made a motion to adjourn, Dan Collins seconded the motion, and the meeting was adjourned at 3:50 PM.

Respectfully submitted:

Claude Lemoi