

**Canaan Capital Improvement Program Committee
Minutes - Meeting on September 2, 2022**

The meeting began at 8:00 AM in the Canaan Emergency Operations Center.

Committee Members Present:

Claude Lemoi, Sadie Wells, Dan Collins, Tom Milligan

Others Attending:

Mike Samson, John Hennessy, Sam Frank, Bob Cushman, Guy England, Salvator Percia, Ellie Davis

Proceedings:

Sadie Wells made a motion to approve the minutes of the August 26, 2022 meeting, Dan Collins seconded the motion, and it was unanimously approved.

Claude reported that it had been brought to his attention that NH state law requires that capital equipment leases be authorized by the voters through an explicit warrant article, and that a 2/3 majority is required.

In response to a question, Mike Samson described how Capital Reserves are typically funded by a combination of increased taxation and prior year budget surplus (known as “unassigned fund balance”). The amount of each type of funding is determined by the amount of surplus that can be allocated to capital at the end of the current fiscal year.

John Hennessy reviewed the projected needs for major mobile equipment for Fire and Ambulance services, and his efforts to find more cost effective options as much as possible.

The extreme increase in current market prices for all major mobile equipment, and the resulting financial planning challenges sparked an extended discussion of better ways to plan the amounts of future Capital Reserves funding needs. As a result, Mike agreed to propose a reasonable increased amount for the first year, increased by a percentage formula in the spreadsheet plan every year thereafter as a draft. The CIP Committee will review the draft and make recommendations for adjustments as warranted at the next meeting.

The current replacement costs of each piece of major mobile equipment were updated based on the Department Heads’ best estimates.

The next meeting was scheduled for Wednesday, September 7th at 2:00 pm at the Emergency Operations Center (EOC)

Tom Milligan made a motion to adjourn, Dan Collins seconded the motion, and the meeting was adjourned at 10:06 AM.

Respectfully submitted:

Claude Lemoi