

Canaan Capital Improvement Program Committee
Minutes - Meeting on November 9, 2022

The meeting began at 8:30 AM in the Canaan Emergency Operations Center.

Committee Members Present:

Claude Lemoi, Tom Milligan, Sadie Wells

Others Attending:

Ned Connell, Salvator Percia, Ellie Davis, Tom Oppel

Proceedings:

Tom Milligan made a motion to waive reading of and to approve the minutes of the October 19, 2022 meeting, Sadie Wells seconded the motion, and it was unanimously approved.

The Committee held a final review of the overall CIP plan, including some recent changes. The changes discussed were:

1. Repositioning a replacement grader from 2033 to the last year in the planning tool due to an expected life of at least 15 years for the grader proposed in 2023.
2. Revising the proposed Capital Reserve savings in 2023 to \$170,000, down from \$190,000 originally proposed by Mike Samson before the plan to fund a bank loan for a new grader from the General Fund was chosen.
3. Updating of the Water & Sewer project list, with the estimated sources of funding now blank, to be provided soon by Ned Connell.
4. Multiple format improvements to all sheets of the plan, without changing any of the data.

Sadie Wells questioned if the Capital Reserve calculations in the Highway Major Mobile category correctly reflect the effect of bank loan payments for a grader being sourced from the General Fund. Claude Lemoi will verify these calculations and correct the spreadsheet if necessary.

The Committee reviewed the process which lies ahead, and the timeline. It was agreed Claude will author a draft CIP Committee Annual Report and send it to the Committee for review. If any substantive changes arise from that review, another CIP meeting will be scheduled. Otherwise, Claude will present the draft to the Planning Board for approval on December 8, 2022, followed by presentation to the Budget Committee on December 15, 2022 and publication in the Annual Town Report in February, 2023.

There was discussion confirming that the CIP Plan does not authorize spending of any kind, which can only be authorized by voter approval of the Budget and associated warrant articles at Town Meeting. Claude will include a clear statement of this concept in the Summary section of the Annual CIP Report.

No additional meetings of the CIP Committee are planned this year, unless an unexpected need arises.

Sadie Wells made a motion to adjourn, Tom Milligan seconded the motion, and with all in favor, the meeting was adjourned at 9:30 AM.

Respectfully submitted:

Claude Lemoi