

Canaan Capital Improvement Program Committee
Minutes of Meeting on August 17, 2023
Emergency Operations Center

The meeting began at 8:30 AM

Present:

CIP Committee members Claude Lemoi, Sal Percia, and Tom Milligan. Jack Wozmak, Interim Town Administrator and Cariann Zandell, Finance Manager. Bob Cushman, Highway Department Head, Guy England, Town Mechanic, Hue Wetherbee, Highway Department, and Ellie Davis.

Proceedings:

The draft minutes of August 8, 2023 had been distributed to the committee by email. Tom Milligan made a motion to waive the reading of the minutes and approve them as written, Sal Percia seconded the motion, and it was approved.

The Mechanic and the Highway Department provided a document which described general information regarding the expected useful life of heavy equipment, and also provided detailed documentation of the condition of all of Canaan's major highway equipment. The desired replacement timing for each piece of equipment had been entered into the developing CIP Planning tool by the Finance Manager and Bob Cushman prior to the meeting, based on the condition report. These were discussed, and some adjustments will be made.

Bob Cushman requested the Town consider leasing major highway equipment, feeling this would make it possible to update more of the aging fleet and manage higher repair costs, resulting in a more effective overall cost of ownership. The Finance Manager is developing a 'lease versus buy' cost comparison to help the Town with this evaluation and decision. It was agreed the Highway Department's CIP plan needs to be adjusted and reviewed again at the next meeting, including lease vs. buy considerations.

The Highway Garage addition continues to be requested in 2025, with an approximate estimate of \$450,000 in the current preliminary CIP plan. Claude Lemoi observed that the estimate was \$300,000 in October 2022 with some backup, and asked Bob Cushman to review this estimate again.

Sal Percia made a motion to adjourn, Tom Milligan seconded the motion, and with all in favor the meeting was adjourned at 9:50 AM.

Respectfully submitted:
Claude Lemoi, Chair