Capital Improvement Program Committee Meeting Minutes June 16, 2026

Meeting was established at 4PM

Attending members: Mark Canfield, Dave Ketchem, Larry Parruzi, and Anthony Patti

Attending nonmembers: Helen Chatel and Shawn Pelchat

Meeting was broadcast on Go To and no members of the public attended

Minutes from the previous meeting were approved. Motion to approve was by Mr. Canfield

and seconded by Mr. Ketchem. All present voted to approve the minutes.

A discussion was held regarding the previous meeting as there was a question as to exactly

what the committee was to focus upon. Using the previous meeting with the Roads

Department, it was noted that the focus was to be only on the present assets of the

department. Any discussion on planning for road paving is to be done in conjunction with

the Roads Master Plan that was recently completed. Mr. Patti, the committee participating

member of the Planning Board, stated that the intention is to focus on personal property

exceeding $10K in value. Mr. Canfield stated that our focus should also include real

property systems and their projects that exceed the $10K threshold.

The committee agreed with Mr. Ketchem that to be effective, we will do our best to identify

assets we know exist, establish values and look to amend in the future if necessary.

The committee evaluated a list of building and grounds assets placing estimated replacement cost and life expectancy to all of these assets. Detail will be input to the worksheet by Ms. Chatel.

The meeting was adjourned at 5:50