



**TOWN OF CANTON**  
FOUR MARKET STREET  
P.O. BOX 168  
COLLINSVILLE, CONNECTICUT 06022-0168

**BOARD OF SELECTMEN CHARGE TO THE  
TEMPORARY ADVISORY COMMITTEE ON VEHICLE  
ACQUISITION AND MAINTENANCE  
Revision – 1.0 04/16/2010**

The Temporary Advisory Committee on Vehicle Acquisition and Maintenance is established Pursuant to Charter section 6.05 (I).

**RESOLUTION CONCERNING THE CREATION OF A TEMPORARY ADVISORY  
COMMITTEE ON THE ACQUISITION AND MAINTENANCE OF VEHICLES**

WHEREAS, the Town wishes to reduce the cost in acquiring motor vehicles and other heavy equipment (hereinafter collectively referred to as “vehicles”); and

WHEREAS, there will be financial and operational benefits to reviewing the type of vehicles purchased and the regulating of vehicle usage; and

WHEREAS, there are Town employees and residents with substantial experience in vehicle maintenance and procurement; and

WHEREAS, it is in the best interests of the Town to avail itself of this expertise and experience by forming a Temporary Advisory Committee on Vehicle Acquisition and Maintenance to allow and encourage suggestions and direction from such individuals.

BE IT RESOLVED, that the Board of Selectmen does hereby form a Temporary Advisory Committee on Vehicle Acquisition and Maintenance. Such Committee shall consist of four members appointed by the Board of Selectmen for a term of two (2) years. One (1) member will be a Selectman and the other members shall have a background, education and/or experience in the fields of, Equipment Procurement and maintenance, Finance or such other background as may further the purposes of the Committee.

BE IT RESOLVED, that the Committee is encouraged seek advice and guidance from applicable town staff. Any significant utilization of town staff will be coordinated through the Office of the Chief Administrator.

BE IT RESOLVED, that the Committee may recommend to the Board of Selectmen that additional member(s) be appointed to the Committee for special projects as long as the total voting membership of the Committee does not exceed seven (7) and such additional member meets all the requirements of the Town charter.

BE IT FURTHER RESOLVED, that the Committee shall: (1) advise the Board of Selectmen and the Chief Administrative Officer with respect to issues pertaining to vehicle acquisition and maintenance; (2) establish a long-term vehicle replacement plan based on vehicle service life, priority of need and the Town's ability to pay; (3) recommend changes to operations and/or maintenance schedule in order to preserve the useful life of the vehicle; and (4) seek to avoid unnecessary costs by recommending the sharing of vehicles between departments where appropriate.

BE IT FURTHER RESOLVED, that the Temporary Advisory Committee on Vehicle Acquisition and Maintenance shall render a written report to the Board of Selectmen no later than December 16, 2010. The report shall contain a summary of responses to the issues outlined above and recommended vehicle purchases for the 2011/2012 fiscal year.

**DATED APRIL 7, 2010**