

TOWN OF CANAAN  
**STEAP Implementation Committee**  
November 19, 2025  
Town Hall – 108 Main Street, Falls Village, CT  
IN PERSON ONLY

**MEETING MINUTES**

**Present:** Members - Eileen Kinsella, Greg Marlowe, Catherine Wales, Chris Wadsworth. Chris Kinsella, Selectman; Judy Jacobs, Selectman; Dave Barger, 1st Selectman.

1. Call to order at 9:02AM.
2. Catherine made a motion to accept Nov. 13, 2025 meeting minutes, seconded by Chris Wadsworth, unanimous.
3. Discussion with Bob Gilcrest, AEA. Bob will submit a Professional Service Agreement (PSA) for the Salt Shed and Water/Grease Separator.
4. Discussion on Project timelines. Catherine has entered all projects into a fluid Timeline Calendar.
5. Waiting to hear from SHPO on Assessor's Roof.
6. 1<sup>st</sup> Selectman Barger has confirmed that the committee's support is needed through RFP submission.
7. Motion to adjourn by Greg, seconded by Catherine, unanimous.

Respectfully submitted,

Eileen Kinsella

