

TOWN OF CANANDAIGUA VEHICLE REPLACEMENT POLICY

Effective: September 18, 2017

PURPOSE

The purpose of a Vehicle Replacement Policy is to provide general guidance to Elected and Appointed Officials to plan for the ongoing replacement of Town owned and operated vehicles. This policy will provide direction to officials to ensure that the full-service life of each Town vehicle is utilized to its fullest potential, provide for funding timelines and implement uniform guidelines among all Town departments.

POLICY STATEMENT

Replacement and acquisition of vehicles, equipment, and attachments will only be for the purposes of supplying a municipal service to the residents of the Town of Canandaigua. Municipal vehicle replacement decisions have historically been based on relatively short term, often subjective, vehicle replacement criteria. In an effort to reduce maintenance costs associated with aging vehicles and establish a schedule for the planned replacement of vehicles through the Town of Canandaigua's Capital Plan, the Town Board hereby establishes a replacement schedule for Town vehicles.

Vehicle	Schedule for Replacement
Light duty vehicles	4 years or 75,000 miles
Cars / Light duty trucks	4 years or 75,000 miles
Pickup Trucks (3/4 to 1 ton)	6 years or 100,000 miles
Vans	6 years or 100,000 miles
Pickup Trucks (1 ton or larger)	8 years or 100,000 miles
Heavy Trucks (1 ton or larger)	10 years or 120,000 miles
Street Sweepers	10 years
Heavy Equipment	12 years
Trailers	10 years

All vehicles owned and operated by the Town of Canandaigua should be referenced in the Town of Canandaigua's Capital Plan. All vehicles should be earmarked for replacement based on the schedule identified in this policy.

It shall be the policy of the Town of Canandaigua that the funding and replacement of all motor vehicles shall be normally based on the expected service life and condition of the vehicle described in this policy. Recommendations for vehicle replacement outside of the schedule in this policy will be considered on an individual case by case base by the Town Board.

First Adopted:	September 18, 2017	Resolution No. 2017-308
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Subsequent Adoptions and Amendments:

January 8, 2018	Resolution No. 2018-018
January 7, 2019	Resolution No. 2019-017
January 6, 2020	Resolution No. 2020-018
December 21, 2020	Resolution No. 2020-304
January 10, 2022	Resolution No. 2022-018
January 9, 2023	Resolution No. 2023-019