

Town of Granby is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

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Meeting ID: 895 0018 8279

Passcode: 012646

**TOWN OF GRANBY - Board of Selectmen
Regular Meeting Agenda
Monday, October 6, 2025 - 7 p.m.
Town Hall Community Meeting Room**

1. Pledge Of Allegiance

2. Minutes

2.I. Approval Of Board Of Selectman Regular Meeting Minutes - September 15, 2025

Documents:

[BOSMINUTES091525.PDF](#)

3. Appointments

3.I. None

4. Communications

4.I. Proclamation - Past Lost Acres Fire Chief John Horr, Jr.

Documents:

[JOHNHORRPROCLAMATION.PDF](#)

4.II. Proclamation - Granby Police Chief Scott M. Sansom

Documents:

[CHIEFSANSOMPROCLAMATION.PDF](#)

4.III. Proclamation - Granby Police Department - State Accreditation

Documents:

[GPDSTATEACCREDITATIONPROCLAMATION.PDF](#)

5. New Business

5.I. Creation Of Special Grant Fund Account - Approval

Documents:

[APPROVALOFASPECIALGRANTFUND.PDF](#)

5.II. Northwest Community Bank Account Opening Resolution

Documents:

[NWBANKACCOUNTCREATION.PDF](#)

5.III. Library Grant - Transforming Communities - Approval

Documents:

[LIBRARYGRANTTRANSFORMINGCOMMUNITIES.PDF](#)

5.IV. Library Grant - Cox Foundation - Approval

Documents:

[COXFOUNDATIONGRANTAPPROVAL.PDF](#)

5.V. Resolution Of Support - 25th Anniversary - Granby Artists Cooperative

Documents:

[GRANBYARTISTSASSOCIATIONANNIVERSARY.PDF](#)

6. Town Manager Report

6.I. Town Manager's Monthly Departmental Activity Report

Documents:

[TMREPORT093025.PDF](#)

7. First Selectman Report

8. Selectmen Reports

9. Public Session

10. Executive Session

11. Adjournment

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, October 20, 2025 in the Town Hall Meeting Room.



**TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR BOARD OF SELECTMEN MEETING
SEPTEMBER 15, 2025
MINUTES**

2025 SEP 17 P 1:37

RECEIVED
TOWN CLERK
GRANBY, CT

PRESENT: Mark C. Neumann, Vice-Chairman; Frederick A. Moffa, Selectmen, Margaret Q. Chapple, Kelly O. Rome.

PRESENT: Michael P. Walsh, Town Manager, Members of the Public, and Jen Espinal, Town Clerk.

REMOTE: Mark H. Fiorentino, First Selectman, Kimi Cheng, Director of Finance, Betsy Mazzota, Management Assistant, Cheri P. Burke, Superintendent of Schools, and Members of the Public.

ABSENT: Zainab Zafar and Madeline Ayotte, Student Liaison.

CALL TO ORDER

Selectman, M. Neumann, called the Board of Selectmen Regular Meeting to order at 7:00 p.m. in the Town Hall Meeting Room, Granby, Connecticut.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Selectman, Mark C. Neumann.

2. MINUTES

2. I. Approval of the Board of Selectmen Regular Meeting Minutes – September 2, 2025

ON A MOTION DULY MADE BY F. Moffa, seconded by K. Rome, the Board voted unanimously (5-0-0) to approve the minutes from the Board of Selectmen Regular Meeting on September 2, 2025.

3. RESIGNATIONS & APPOINTMENTS

None

4. COMMUNICATIONS

4.I. Fiscal Year 2026 Consolidated Departmental Work Plans

Town Manager, M. Walsh, explained that following voter approval of the annual budget, each department head prepares a work plan of initiatives beyond day-to-day operations. These plans show how departments will use approved funding and are tracked through monthly one-on-one meetings with the Town Manager. The overarching goal is to improve efficiency, resiliency, and progress in town operations.

Walsh encouraged residents to review the full document of departmental initiatives to better understand how the town operates and moves forward.

5. NEW BUSINESS

5. I. 10-Year Capital Plan Approval; to CPPAC

Town Manager, M. Walsh, explained that, beginning in 2023, the town is producing a single comprehensive capital plan that combines both town and Board of Education priorities, as required by the charter. The plan consolidates items such as Town priorities, Board of Education priorities, Parks and Recreation priorities.

While priorities and amounts can still be reshuffled by CPPAC, the document serves as a launching point for long-term planning, including possible bonding referendums.

He encouraged both the board and the community to view this plan with the same weight as the operating budget and engage in robust discussion before it moves forward for voter approval.

Superintendent of Schools, C. Burke, provided an update on the track and field project. While the current estimate remains the best available number, recent additional testing brought positive news. The issues found are not as extensive as initially feared, which should reduce the scope of excavation and overall costs. A final quote is still pending, but the expectation is that the project will come in below the original estimate.

Early assessments highlighted aging infrastructure such as HVAC, sprinkler, and mechanical systems that are outdated, noting that deeper assessments may reveal further needs.

The board discussed how to distinguish between small capital items and large bonding projects within the town's capital plan. CPPAC uses a threshold approach; items below a set amount are considered small capital, while larger items are candidates for bonding.

The discussion emphasized that careful planning and allocation allow the town to balance routine maintenance with long-term capital investments.

A written communication was sent in from Susan Werner on behalf of the Friends of Cossitt Library. The correspondence can be found in the Board of Selectmen Packet.

ON A MOTION DULY MADE BY F. Moffa, seconded by K. Rome, the Board voted unanimously (5-0-0) consistent with the Town of Granby Charter, Chapter 10-2, section (d), the board hereby approves the Town of Granby Town and Board of Education 10-Year Capital Plan; and further, to forward the plan to CPPAC to allow the commission to begin their work.

6. TOWN MANAGER'S REPORT

6.I. Town Manager's Project Report

Town Manager, M. Walsh, provided updates on recent town activities and ongoing initiatives, including refining sewer ordinances, updating personnel rules, consolidating departmental work plans, analyzing post-employment benefits, advancing a school housing project, placing a school resource officer, selling underutilized property, and completing the 10-year capital plan.

The full report is available as part of the Board of Selectmen Packet.

6. II. August Budget Report

The finance department reported that tax collections are on track, state reimbursements have been received, year-to-date expenditures are slightly above last year with lower overtime.

7. FIRST SELECTMAN REPORT (Mark Fiorentino)

The First Selectman had no updates or reports for this meeting.

8. SELECTMEN REPORTS (Mark C. Neumann, Margaret Q. Chapple, Kelly O. Rome, Frederick A. Moffa)

F. Moffa made remarks on Open Farm Day, at Lost Acres.

M. Neumann thanked the Agricultural Commission for setting up the event each year.

9. PUBLIC SESSION

None

10. EXECUTIVE SESSION

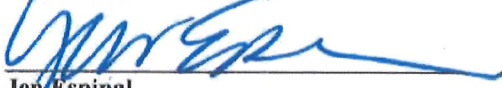
None

11. ADJOURNMENT

ON A MOTION duly made by M. Chapple, seconded by F. Moffa, the Board voted unanimously (5-0-0) to adjourn the Board of Selectmen Regular Meeting at 7:46 p.m.

A full version of the Board of Selectmen meeting can be found at Granby Community Television <https://gctv16.org>.

Respectfully Recorded & Attested,

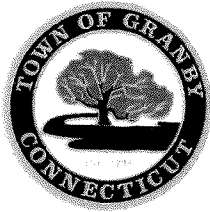


Jen Espinal

Town Clerk

Received for Record: September 17, 2025, at 1:37 P.M.
By Jini Ruscitti, Assistant Town Clerk

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, October 6, 2025, in the Town Hall Meeting Room.



TOWN OF GRANBY
Incorporated 1786

PROCLAMATION

WHEREAS; John Horr has served the Town of Granby for over 45 years with exceptional dedication and professionalism through his involvement in emergency services, beginning in June of 1980 when he joined the Lost Acres Fire Department; and

WHEREAS; John was appointed Lieutenant of the Lost Acres Fire Department in 1986, and went on to serve in a variety of in-line positions, such as Lieutenant, Captain, and Assistant Chief for several years, including Vice President of the department for over 10 years; and

WHEREAS; John served as Chief of the Lost Acres Fire Department in 2007 until 2011 and during his tenure the department was recognized for its compliance in seat belt use for all members, as well as recognition from CIRMA for the department's implementation and compliance with OSHA regulations; and

WHEREAS; John served as Chief again from 2013 until his retirement in 2025; and over the last several years he served as the leader of Task Force 54, a regional team of fire departments in the Farmington River Valley, including the Towns of Avon, Burlington, Canton, Farmington, Simsbury, and Granby; and

WHEREAS; Through John's exemplary leadership, the Lost Acres Fire Department improved its compliance and policies/procedures, and upgraded its equipment to adjust to new risks and exposures including extrication equipment, thermal imaging cameras and radios; and

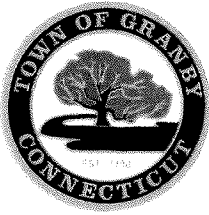
WHEREAS, John served as an Emergency Medical Technician for the Granby Ambulance Association from 1982 until 1995; a dispatcher for the Simsbury Fire Department in 1982 and in 1986 he joined the Granby Police Department as a part-time dispatcher, a position he continues to this day.

NOW THEREFORE, let it be proclaimed that John Horr is hereby recognized and honored for his dedication to the health and safety of the Town of Granby and its residents through his 45-year commitment to emergency services.

Be it further proclaimed that the citizens of Granby extend their wishes for a fulfilling and well-deserved retirement, with heartfelt gratitude for his remarkable contributions to emergency services.

IN WITNESS HEREOF, I have hereunto set my hand and caused the Seal of the Town of Granby to be affixed this sixth day of October 2025.

Mark Fiorentino, First Selectman



TOWN OF GRANBY
Incorporated 1786

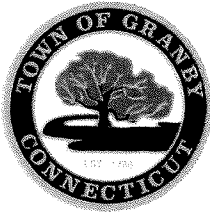
PROCLAMATION

- WHEREAS:** On September 24, 2025, Granby Police Chief Scott M. Sansom was honored as a Distinguished Chief by the Police Commissioners Association of Connecticut, Inc.; and
- WHEREAS:** Chief Sansom was appointed as the sixth Chief of Police for the Town of Granby on October 23, 2023; and
- WHEREAS:** On January 2, 2014, Chief Sansom was sworn in as the Chief of Police for the Town of East Hartford where he led 126 sworn officers and 38 civilians, a total of 164 employees and enhanced the department's technology with a new CAD/RMS system, Body/Dash cameras, a town-wide camera system intelligence center and a scheduling and document management system; the department built a community policing program and a police chaplain corps, as well as a clergy group; and
- WHEREAS:** Chief Sansom began his career thirty years ago with the Hartford Police Department and held all ranks and many positions during his twenty years with the City and during this time, he worked on many federal, state, and local task forces to combat urban crime; he held several command positions, including Chief of North Operations, Chief of Detectives and Chief of Professional Standards; and
- WHEREAS:** Chief Sansom is a member of The International Association of Chiefs of Police, New England Association of Chiefs of Police, National Internal Affairs Association, and the Fraternal Order of Police and is currently Co-Chair of the CPCA Officer Wellness Committee and past President of the Capital Region Chiefs of Police Association; and
- WHEREAS:** Chief Sansom holds a B.A. in Economics from Central Connecticut State University, a master's degree in public policy from Trinity College; a graduate of the Senior Management Institute for Police in Boston and a graduate of FBI National Academy Session 267.

NOW THEREFORE, let it be proclaimed that the Town of Granby proudly recognizes Chief Sansom's accomplishments throughout his law enforcement career and congratulates him on being honored as a Distinguished Chief by the Police Commissioner's Association of Connecticut.

IN WITNESS HEREOF, I have hereunto set my hand and caused the Seal of the Town of Granby to be affixed this sixth day of October 2025.

Mark Fiorentino, First Selectman



TOWN OF GRANBY
Incorporated 1786

PROCLAMATION

WHEREAS, The State of Connecticut's Police Accountability Legislation requires all law enforcement agencies attain multi-tiered State accreditation by the end of 2026; a process that requires said agencies to demonstrate proficiency against a total of 327 state standards regarding management, service delivery and liability reduction; and

WHEREAS: Agencies must progress through three tiers consisting of Liability, Professional and General Management Policies which are proven through self-assessments, implementation of best practices, and a review by an external team of law enforcement leaders; A rigorous process that aids in the reduction of civil liability, improves operational efficiencies and builds community trust; and

WHEREAS: The Granby Police Department achieved all three tiers of State Accreditation through the Connecticut Police Officer Standards and Training Council and this recognition represents the years of hard work, dedication, and commitment to excellence of every employee of the Granby Police Department; and

WHEREAS, Police Chief Scott Sansom, Captain Kurt LaFlamme and Accreditation Manager Trish Tappenden proudly accepted this award at a ceremony held at the State Capital on September 11, 2025.

NOW THEREFORE, let it be proclaimed that the Granby Police Department is hereby recognized and honored for its years of dedication, accountability and commitment to excellence and this award reflects their commitment to serve the community with integrity, professionalism, and trust.

IN WITNESS HEREOF, I have hereunto set my hand and caused the Seal of the Town of Granby to be affixed this sixth day October 2025 .

Mark Fiorentino, First Selectman



TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

A handwritten signature in blue ink, likely belonging to Mike Walsh, the Town Manager.

REGARDING: Granby Grants Procedure – Approval of a Special Grant Fund

Background:

In general, a grant award to the Town of Granby is a monetary award (revenue) from an outside person, agency, or source with specific spending requirements (appropriation) attached as a condition to the grant.

Further, based on a historical interpretation of Charter Section 10-6 (e), certain grants were used as a basis to amend the total Town budget by increasing revenue and expenses.

In order to better comply with Generally Accepted Accounting Principles (GAAP) for governmental entities, certain grants should be recorded in a Special Revenue Fund without the need to amend the budget. Adopting this process would eliminate the administrative burden of amending the budget, improve the Town's financial metrics, and streamline the administrative process of spending the grant timely and in compliance with the conditions of the grant.

Additional Discussion:

There are basically two type of grants – type one are "directed" grants where we secure funds (revenue) to do something specific like buy smoke detectors (the expense). Type two are "aspirational" grants where we seek to secure funding for larger projects like handicapped accessibility to the Route 20 Parking Lot, or perhaps expanding the Library.

Historically, the Town of Granby has sought the approval of the Board of Selectmen before applying, accepting, and expending under both types of grants. Further, when some of these grants are secured, approval from both the Board of Selectmen and the Board of Finance to amend the budget for additional revenue and expenditures then takes place. This second step is not necessary and is a sizable administrative burden.

Moving Forward:

If the BOS approves the attached resolution Finance Director Kimi Cheng has provided, we will bifurcate grants moving forward.

For "directed" grants that require no taxpayer money, we will accept and spend them out of a Special Grant Fund without amending the Town's budget and we will periodically communicate that to the BOS and BOF bodies.

For "aspirational" grant funds, we will continue to seek BOS approval prior to submitting any application or accepting grant funds or expending funds.



TOWN OF GRANBY

MEMORANDUM

DATE: September 30, 2025

TO: The Granby Board of Selectmen and Board of Finance

FROM: Kimi Cheng, Director of Finance

REGARDING: Consideration of Establishing a Special Grants Fund for the Federal/State/Local Grants or Donations

Background

Historically, grants that did not require a Town match were recorded within the General Fund. As the General Fund is a budgetary fund approved by the voters, any expenditures from it—even if reimbursed by grants—were interpreted as subject to the provisions of Charter Section 10-6(e) for transparency purposes. Specifically, the first clause of this section “additional appropriations over and above the total budget may be approved from time to time by the Board of Finance by resolution, upon recommendation of the Board of Selectmen, for items other than Board of Education requests.”

To enhance fiscal transparency and streamline grant management, we propose establishing a Special Grants Fund. This fund will:

- Record federal/state/local grants/reimbursement grants or donations under \$50,000 that do not require a Town match or use of taxpayer funds. For example, grants from the Fire Marshall’s office, PEGPETIA grant for the Library, Early Voting Grant, etc.
- Require separate purchase orders (POs) for all expenditures covered by such grants.
- Ensure these grants are excluded from the calculation of additional appropriations under Charter Section 10-6(e), consistent with the past practice.

Establishing a Special Grant Fund will enhance transparency and accountability in grant tracking, prevent commingling of reimbursed grant expenditures with budgetary funds, improve operational efficiency and effectiveness, and align with Charter provisions while reducing administrative burden on BOS and BOF for routine grant-funded purchases.

Next Steps

To formally establish a dedicated fund for recording federal/state/local grants/reimbursement grants or donations under \$50,000 received by the Town that do not require a town match or use of taxpayer funds, the following resolution is recommended to be adopted by the Board of Selectmen and the Board of Finance:

BE IT RESOLVED THAT: The Board of Selectmen (Finance) of the Town of Granby hereby establishes a fund known as the **Special Grants Fund**. Said fund shall be established to assist with tracking grant expenditures for the federal/state/local

grants/reimbursement grants, or donations under \$50,000. The source of this fund shall not require a town match or use of taxpayer funds.

The Granby Town Manager shall approve appropriate POs in accordance with procedures with the Town of Granby's purchasing policy and grant requirements.

Any balance remaining in said fund, should the fund be dissolved, shall meet the requirements of grant commitments or be returned to the Town's General Fund as determined by the Board of Selectmen and the Board of Finance.



TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

REGARDING: Northwest Community Bank Account Creation Resolution Approval

The Town of Granby would like to open a certificate of deposit account in Northwest Community Bank.

Northwest Community Bank has a physical bank location in Granby, would provide FDIC account insurance up to \$250,000, provides competitive market rates of return on our investment, and they are a generous supporter of our community by participating in a number of philanthropic campaigns.

In order to set up the account, Finance Director Kimi Cheng has forward the attached resolution which would need the Board of Selectmen approval.

I will be on hand to answer any questions you may have on this item.



TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectmen

FROM: Kimi Cheng, Director of Finance

REGARDING: **Approval of a Resolution Designating the Authorized Individuals/Signers to Establish Bank Accounts on Behalf of the Town of Granby, Connecticut**

Background

The Town Charter does not contain specific language identifying who is authorized to open bank accounts on behalf of the Town of Granby, Connecticut (Granby). The lack of designation may lead to ambiguity in financial operations and potential noncompliance with best practices in municipal governance. To ensure clarity, transparency, and accountability, the following resolution is recommended for consideration:

A RESOLUTION DESIGNATING AUTHORIZED REPRESENTATIVES TO ESTABLISH A BANK ACCOUNT ON BEHALF OF THE TOWN OF GRANBY, CONNECTICUT

WHEREAS, pursuant to Section 4-3 of the Town of Granby ("Town") Charter, the legislative power of the Town shall be vested in the Board of Selectmen, pursuant to Section 7-1 of the Town Charter, the Board of Selectmen shall appoint, a Town Manager, who shall be the chief executive officer, and pursuant to Section 7-3 of the Town Charter, the Town Manager shall be the purchasing agent of the Town subject to such rules and regulations as shall be prescribed by the Board of Selectmen.

WHEREAS, in the course of the Town's business, it establishes relationships with various banks for purposes including, but not limited to, depository of Town funds, investing the idle Town funds, or making payments on obligations; and

WHEREAS, banks with whom the Town does business normally require a Town resolution designating which Town officials are authorized to open bank accounts and to execute checks and other orders for payment of Town funds; and

WHEREAS, the Town desires to designate certain Town officials to open bank accounts and execute checks and other orders for payment of Town funds;

NOW THEREFORE BE IT RESOLVED THAT:

1. As used in this Resolution, the term "Bank" shall mean any financial institution with whom, pursuant to this Resolution, the Town establishes a banking relationship.

2. The Town Manager, the Town Treasurer, and/or the Director of Finance are hereby the authorized representatives to open or cause to be opened one or more accounts with a Bank on such terms, conditions, and agreements as the Bank may now or hereafter require and to make any other agreements deemed advisable in regard to any of the foregoing.

3. That the Town Manager, the Town Treasurer, and/or the Director of Finance are vested with all power and authority described and granted to the Town in the deposit account agreement governing each account that is established in the name of the Town. The Authorized Representatives are authorized to execute and deliver for and on behalf of the Town any and all documents and instruments and to take all actions and do any and all things, all of which are hereby approved and ratified by the Town, to accomplish the actions herein authorized.

BE IT FURTHER RESOLVED, that this Resolution shall remain in effect until amended or rescinded by the Board of Selectmen.




TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager 

REGARDING: Approval of Transforming Communities Grant

Please see the attached request from Amber Wyzik, Library Director with respect to the Libraries Transforming Communities Grant application for possible expansion work at the Main Library.

Next Steps

In order to apply for these grant funds, Catherine Lanyon will work with Amber Wyzik as necessary to prepare an application/request for the grant in the amount of \$20,000. If we are successful in securing the grant, the Finance Department will record the grant in its own account and then allow the expenditure to close out the account, thereby completing the grant transaction.

These two actions require Board of Selectmen approval. In most cases, Grants are recorded as Special Revenue and do not impact the General Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for approval, and request the following motion be made to allow the Town to accept and expend these grant funds consistent with the terms of the grant.

PROPOSED MOTION:

I move that the Board of Selectmen direct Town administration to apply for the Transforming Communities Grant in the amount of \$20,000, and if the application is successful, to approve the corresponding expenditure of funds consistent with the intent of the grant.

I will be on hand at the meeting to answer any questions you may have on this transaction.

CC: Kimi Cheng, Director of Finance
Amber Wyzik, Library Director
Catherine Lanyon, Grants Administrator



TOWN OF GRANBY

MEMORANDUM

DATE: 10/1/2025

TO: The Granby Board of Selectman

FROM: Amber Wyzik, Director of Library Services

REGARDING: Consideration of Libraries Transforming Communities Grants

Background

In anticipation of a future library expansion and renovation, I plan to seek multiple grants to help supplement town funding.

The Libraries Transforming Communities Grant is an initiative by the American Library Association (ALA) designed to help libraries engage more deeply with their communities and improve accessibility, especially for people with disabilities. The grant's main goal is to increase accessibility of library facilities, services, or programs so that people with disabilities in small and rural communities are better served. Eligible libraries are those that serve small and rural communities with a legal service area population of less than 25,000.

I plan to apply for the full \$20,000 award, which would be used to purchase adaptive and assistive technology equipment for the new Children's Room as well as make various accessibility upgrades to our existing facility.

Next Steps

The grant application window will close December 11, 2025, and award notifications are expected in March 2026. Implementation for projects is May 2026 – April 2027.

CC: Mike Walsh, Granby Town Manager
Kimi Cheng, Director of Finance



TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectman
FROM: Mike Walsh, Granby Town Manager
REGARDING: Approval of Cox Foundation Grant

Please see the attached request from Amber Wyzik, Library Director with respect to the Cox Foundation Grant application for possible expansion work at the Main Library.

Next Steps

In order to apply for these grant funds, Catherine Lanyon will work with Amber Wyzik as necessary to prepare an application/request for the grant in the amount of \$250,000. If we are successful in securing the grant, the Finance Department will record the grant in its own account and then allow the expenditure to close out the account, thereby completing the grant transaction.

These two actions require Board of Selectmen approval. In most cases, Grants are recorded as Special Revenue and do not impact the General Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for approval, and request the following motion be made to allow the Town to accept and expend these grant funds consistent with the terms of the grant.

PROPOSED MOTION:

I move that the Board of Selectmen direct Town administration to apply for the Cox Foundation Grant in the amount of \$250,000, and if the application is successful, to approve the corresponding expenditure of funds consistent with the intent of the grant.

I will be on hand at the meeting to answer any questions you may have on this transaction.

CC: Kimi Cheng, Director of Finance
Amber Wyzik, Library Director
Catherine Lanyon, Grants Administrator



TOWN OF GRANBY

MEMORANDUM

DATE: 9/30/2025

TO: The Granby Board of Selectmen

FROM: Amber Wyzik, Director of Library Services

REGARDING: Consideration of Cox Foundation Grant Funds

Background

The mission of the James M. Cox Foundation is to support nonprofits that are addressing the most pressing issues facing people in the communities where Cox does business. The Foundation concentrates its giving in four focus areas: biodiversity, conservation and environment; early childhood education; health; and empowering families and individuals for success.

On behalf of the Town of Granby, I would like to pursue a Cox Foundation Grant in the amount of \$250,000.00 to supplement funding towards the building of a new children's room in an upcoming future library renovation and expansion project.

Next Steps

The grant application window will close October 15, 2025.

CC: Mike Walsh, Granby Town Manager
Kimi Cheng, Director of Finance




TOWN OF GRANBY

MEMORANDUM

DATE: October 1, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: Granby Artists Association – 25 Year Anniversary Celebration

The following information was taken from the Granby Artists Association Website:

The Granby Artists Association was formed in 2001 by a group of adventurous, hard-working artists eager to build and support the artistic community in Granby.

In 2006, when the Granby Artists Association became a non-profit 501(c)(3), it adopted the following mission:

“To create a climate which promotes the visual arts and fine crafts, to create professional artistic high quality events, and to support art education in the community as a nonprofit association.”

As we approach 2026 and the 25 Year anniversary of the Granby Artists Association, the Granby Board of Selectmen stand ready to partner with the association to celebrate them and recognize their artistic contributions to the community of Granby with the following resolution:

“RESOLVED, that the Board of Selectmen thanks the members of the Granby Artists Association for their artistic contributions to the community of Granby and we support their 25 Year Anniversary Celebration and look forward to partnering with them as they plan, coordinate, and communicate 2026 events in commemoration of this milestone.

Town Administration is hereby directed to work closely with the Granby Artists Association for the express purpose of planning, coordinating, facilitating, and publicizing any events deemed necessary and proper to appropriately recognize and celebrate the Granby Artists Association’s 25 Year Anniversary Celebration in 2026.

I will be on hand to answer any questions you may have on this item. Thank you.




TOWN OF GRANBY

MEMORANDUM

DATE: September 30, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager 

REGARDING: Town Manager's Report as of September 30, 2025

Please accept the following summary of departmental activities underway throughout the town through the month of September, 2025 as detailed to me by the various department heads.

Town Manager's Office

- Emergency Management & staff practiced "preparedness" with the 9/9 Desktop Disaster
- Discuss with staff the feasibility of holding a three-day Revolutionary War Muster as part of the programs Granby 250 may offer – communicated the results to Bill De Nio
- Worked to create documents for CPPAC review and ultimate action
- Joined McLean's to celebrate their milestone anniversary of their facility
- Explored updating the Town's DB pension plan agreement and plan documents
- Attended the monthly CRCOG Policy Board
- Attended the Police Commissioner's Dinner honoring Granby Police Chief Scott Sansom
- Participated in standing meetings with the 1st Selectman, BOE, director's, staff, etc....

Finance, Tax Office, Assessors Office

- Completed audit transmittal letter and statistics tables and continued to answer questions from the auditors after the on-site audit fieldwork.
- Attended the Governor's Emergency Planning and Preparedness Initiative Exercise.
- Attended CIRMA quarterly Oper. & Underwriting and Investment Committee meetings.
- Prepared OPEB census for the valuation report and followed up on census questions.
- Closed out the 2018 LOTCIP grant.
- Completed a various retro pay calculation.
- Amended the 457 plan - part-time employees are now able to participate voluntarily.

Community Development

- The 2026 Plan of Conservation and Development Committee met for the first time on September 23rd. The Committee meets the fourth Tuesday of every month and will be planning a public workshop in the near future. Once the date is determined, it will be publicized across various platforms, so stay tuned.
- The Granby Center Advisory Committee is wrapping up work on the Granby Center plan and is tentatively planning a public workshop in November.
- Bids for 83 Salmon Brook Street and 603 Cider Lane are due on October 3rd.
- October is Fire Prevention Month. There will be a display in the Town Hall. Residents are reminded to replace the batteries in smoke detectors and to check for expired smoke detectors.

- Contractors and residents are now able to submit building permits online through City Squared. Please visit the Building Department website for the online permitting link. If submitting for the first time, users will have to register. The Building Department will continue to access hard copies of permit applications.

Information Technology

- Police Department Communications project - Ongoing consultation and meetings with Police Department, Marcus Communications, and DSET pertaining to dispatch and radio project upgrades. Some electrical and wiring work completed, fiber optic cable is being pulled from senior center to cell tower, network reconfiguration work ongoing. IT assisted in moving dispatch equipment to a temporary setup during construction, removed old data cabling from dispatch, rerouted current data wiring and coax for security cameras
- Continued work to audit phone and telecom lines and reduce cost.
- Library interactive computer displays that were awarded through the PEGPETIA grant have arrived and installation work has begun
- Assisted with adjustments to workflow programming involved with Finance Department's Square 9 software project. (Paper to digital documents and workflow)
- Updated financial system software
- Installed additional wireless microphones in Senior Center broadcast studio

Police Department

Human Resources, Training and Community Outreach, Projects

- A conditional offer of employment to a part-time dispatcher, will start 9/30/25.
- Officer Dufresne attended School Resource Officer class
- Chief Sansom received the Distinguished Chiefs Award from the Police Commissioners Association of Connecticut
- Chief Sansom participated in the Granby Hoe Down at the Holcomb Farm
- Officers visited the Granby Nature Preschool to speak about safety
- Chief Sansom, Captain LaFlamme and SRO Dufresne visited GMHS, GMMS to speak with staff about the SRO Program
- Finished the transition from old handguns to Glock handguns with red-dot sights
- Officers started yearly recertifications (medical, firearms, practical skills).
- Chief Sansom, Captain LaFlamme, and Detective Macaulay visited Litchfield Superior Court in Torrington, which will be our new court location as of 10/1/25.
- Axon new 10-year contract for Tasers, Body Worn Cameras and Dashboard Cameras.
- Granby Police Department received State Accreditation Award for all 3 Tiers
- Temporary Dispatch Center is up and operational, move was completed on 9/16/25.

Crime/Noteworthy Items

- Car vs. Pole accident on Quarry Road
- Non-fatal overdose with 2 doses of Narcan administered
- Car v building accident on Salmon Brook Street
- Detective Macaulay assisted CT Dept. of Consumer Protection, Liquor Control in compliance checks. Two establishments sold alcohol to minors. Proper enforcement action was taken by Liquor Control Agents.

Public Works

- Holcomb Farm and SBP activity continue to be high requiring extra grounds and maintenance time with weddings and parties.
- Fertilizing, core aerating and overseeding.
- Road overlay program is mostly completed with only back filling curbs remaining.
- Roadside mowing, primarily site lines when staffing is available.
- Road overlay came in on budget.

- Reviewing capital purchases with Stuart and crew leader of the department effected.
- Capital projects, SBP pond, generators, mezzanine, sidewalks, bandshell and sign.
- Phase one of the dispatch renovation has started.
- Tower Site, completing plan after receiving information from Eversource and DOT ROW.
- Finalizing RFP for tower site roadway construction.
- Hungary and Griffin, finalizing paperwork with the state for reimbursements. Setting up a meeting with DOT and WMC.
- Moosehorn Bridge finalizing reimbursements.
- Donahue will need to set up a meeting with CDOT, M&J Engineering and Arborio (or the company that purchased them) to close out the project.
- Simsbury Rd Bridge, is in the design phase, expected to be replaced in 2027, having a struggle with a community planner (NPS)
- Doherty Rd bridge replacement. Three companies are scheduled to be interviewed in September for the purpose of design, inspections and submittals.

Human Service: Youth Services, Parks and Recreation, Senior Services, Social Services

Senior Services:

- Selected for '25-'26 Tai Ji Quan: Moving for Better Balance grant funding through Connecticut Community Cares (20-week program- Covers payment for instructor, program fees, offered at no cost to members)
- Nine travelers just returned from Collette tour of Switzerland, Austria, and Bavaria resulting in \$5,622.57 commission.
- A new walking group and a monthly "Paint with Nina have been started.
- Our DME Loaner Closet had a much needed clean out- Big thanks to volunteers.
- The Fresh Access program continues to put fresh produce in the hands of over 100 seniors every Thursday.
- It is Membership renewal time!

Social Services:

- Applications are now being accepted for the Connecticut Energy Assistance Program. Benefit amounts: \$295-\$645 for the 2025-2026 season, based on household size, income, and heating source. For September Granby Social Services assisted 34 applicants.

Parks & Rec:

- Fall sports are in full swing. Dozens of after-school programs and activities are offered including guitar lessons, Mad Science, art classes, My First Piggy Bank, and more. Wedding season at Holcomb Farm is also in peak season. Every weekend is booked through November.
- The Trunk or Treat event is scheduled for October 18th.

Registrar of Voters

- Granby has been allocated \$9,565.57 in grant money from the State for Early Voting. Expenses need to be submitted to the State by December 31st.
- Our ballot for November 4 has been finalized. ES&S will send someone from their staff to our office to assist us in building our memory sticks for the election tabulators, pending ES&S finishing the electronic file (expected October 2) and Atkins sending us the paper ballots. (We ordered 500 absentee ballots and 4,000 ballots for the polls, which includes early voting.)
- The local Democratic committee submitted a candidate to replace Jenny Emery, Dave Demchak on the ballot, and we have updated our website to show the Granby candidate list as of September 26.

- Early Voting starts October 20 and runs for 14 days through November 2. Staff training starts October 2, with additional sessions scheduled later in the month.
- Approximately 100 Granby students attended a registration session that we hosted at the high school in celebration of National Voter Registration Day. We immediately registered six students, who are eligible to vote in this election. Another 67 17-year-old students participated in filling out voter registration cards, so they will be ready in 2026.
- We forwarded a submission to Catherine Lanyon for the semi-annual Program Guide, slated for publication November 1.
- We will conduct absentee voting at Meadowbrook nursing home on October 6.
- One of the dens from Cub Scout Pack 325 will meet with us on October 21 as part of a citizenship badge requirement.
- We ordered three fireproof, water-resistant storage bags from Amazon to hold completed Early Voting ballots for days and times when we are open for voters, but the Town Clerk's office is closed. This will reduce payroll expense for the Town Clerk'.
- Registrars Laura Wolfe and Karen Antonucci attended the fall session of the Registrars of Voters Association of CT (ROVAC) on September 9 and 10.
- There will be an in-person training session for the new Statewide voter registration system ("TotalVote") in early December. Granby can send two people from our office to attend.

Town Clerk

- Attended CTCA Fall Conference and CCM Leadership Webinar.
- Participated in Secretary of State's monthly election-focused meeting.
- Ongoing meetings with ROV and office staff for compliance and best practices.
- Completed ES&S training; ballots prepared and ordered.
- Submitted semiannual Program Guide and FY 2024–25 Annual Report.
- Improved dog licensing system for accuracy and compliance.
- Finalized statutory changes (Liquor Permits, Abs. Ballots, Judicial Branch PA-25-91).
- Attended Plan of Conservation & Development meeting; completed swearing-in, COI, and Ethics acknowledgments for all members.
- Distributed Veterans' DD-214 filing reminder before Sept. 30 deadline.
- Advanced online credit card portal implementation.
- Updated website with current content and information.

If you have any questions on the aforementioned summary, I will be on hand to answer any questions. Thank you.