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Time: May 5, 2025 06:40 PM Eastern Time (US and Canada)

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**TOWN OF GRANBY - BOARD OF SELECTMEN**

**Special Meeting**

**Monday, May 5, 2025 – 7 p.m. Town Hall Meeting Room**

**AGENDA**

1. Pledge Of Allegiance

2. Minutes

2.I. Approval Of Board Of Selectmen Budget Workshop Minutes - March 6, 2025

Documents:

[2.1BOSBWI030625.PDF](#)

2.II. Approval Of Board Of Selectmen Budget Workshop Minutes - March 10, 2025

Documents:

[2.2BOSBWII031025.PDF](#)

2.III. Approval Of Board Of Selectmen Budget Workshop Minutes - March 13, 2025

Documents:

[2.IIIBOSBW031325.PDF](#)

2.IV. Approval Of Board Of Selectmen Budget Workshop Meeting Minutes - March 17, 2025

Documents:

[2.IVBOSREGMTGMIN031725.PDF](#)

2.V. 2.V. Approval Of Board Of Selectmen Regular Meeting Minutes - April 21, 2025

Documents:

[2.VBOSMREGMTGMIN042125.PDF](#)

3. Appointments

4. Old Business

5. New Business

5.I. Approval Of Application Submittal For DCF YS Bureau Grant

Documents:

[6.1.APPROVALOFAPPLICATIONFORDCFYSBUREAUGRANT.PDF](#)

5.II. Consideration Of FY25 Capital Equipment Loans

Documents:

[2025-0505BOSMEMO - CAPITAL EQUIPMENT LOAN V2.PDF](#)

6. Town Manager Report

6.I. Town Managers Department Report As Of April 30, 2025

Documents:

[7.1TMREPORT043025.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, May 19, 2025 in the Town Hall Meeting Room.

**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING – BUDGET WORKSHOP I  
MINUTES  
March 6, 2025**

**PRESENT:** Mark Fiorentino, First Selectman; Margaret Chapple, Frederick Moffa and Kelly Rome

**ABSENT:** Mark Neumann, Vice- Chairman

**ALSO PRESENT:** Mike Guarco, Board of Finance Chairman; Kimi Cheng, Director of Finance; Mike Walsh, Town Manager; Kevin Hobson, Board of Finance Vice-Chairman; William Kennedy, Board of Finance; and Ben Perron, Board of Finance

**1. CALL TO ORDER**

The Regular meeting of the Town of Granby Board of Selectmen (Budget Workshop I) was called to order by First Selectman Mark Fiorentino at 5:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. DEPARTMENTAL BUDGET PRESENTATIONS**

**Lost Acres Fire Department**

Town Manager Mike Walsh presented an overview on the history of the Lost Acres Fire Department and the budget calculation. The Town appropriates money annually based on a percentage of one mill to the LAFD in support of their operations and capital needs. The LAFD rate is currently at 0.278%. The Town plans to update its operating agreement with the fire department to:

- Ensure the funding is adequate to support the operation.
- Ensure LAFD capital needs are adequate.
- Recognize the radios and other equipment purchased by the Town.
- Memorialize/recognize the volunteer efforts of the LAFD.

Chief John Horr, Jr. added the following highlights for the year:

- The chief reviewed the method used to purchase, maintain, and replace the department vehicles. The department will begin the process to replace the LA2 Engine at a cost of about \$1M to \$1.2M. The lead time on the delivery is between two and three years. If better pricing can be realized, the LA7 Rescue Truck will also be replaced.
- The department has about \$1,000,000 set aside to purchase the engine and will investigate borrowing and other financing options for the rescue truck.
- The annual allocation from the Town is used for operations, capital, and firefighter stipends. Any remaining funds are put away for future capital purchases. Currently, LAFD is saving about \$150,000 per year.
- The department continually tries to find ways to control operating costs. LAFD partners with the Town to purchase fuel and insure its vehicles through the Town's CIRMA policy.

- LAFD received a grant of just over \$250,000 from AFG to replace its aging self-contained breathing apparatuses.
- The stipend program for firefighters has been very effective in recruiting and retaining personnel. The department currently has over 40 firefighters, which is the highest it has been in many years. The stipends are paid by LAFD out of the funds allocated by the Town.

#### **Granby Ambulance Association**

Town Manager Mike Walsh introduced the Granby Ambulance Association (GAA) presentation and highlighted the constant financial pressure on GAA due to capital needs including the need for a new ambulance every three to four years. There are also operational pressures due to the rise in the cost to provide care, increased staffing issues, the rise in call volume and lower Medicaid and Medicare reimbursements. The Town Manager is in support of developing a sustainable agreement between the GAA and the Town that is in the best interest of both parties.

Carol Brennen and Lorri DiBattisto presented a PowerPoint presentation on the history and organization of the Granby Ambulance Association, as well as metrics and financials highlighting the following:

- GAA is requesting an increase from the Town of Granby to support the service provided to the Town. Granby contributes less than other towns based on population and use.
- GAA participates in many Granby events and programs including the AED project, Radio Communication Project, school preparedness, First Responder Camp, Trunk or Treat and Touch a Truck.
- Operations include providing maintenance and upkeep on vehicles and stations; personnel expenses including benefits, uniforms, and training; and the purchase and replacement of supplies and equipment.
- In the past, 95% of the staff were volunteers, now 95% are paid.
- Medicaid or Medicare, which make up about 66% of the calls to GAA, pay about 40% of authorized charges resulting in only 45% of income from those two agencies. GAA loses money on every call involving Medicaid and Medicare. Private insurance and private pay rates are better, but it is not enough to make up the difference.
- Concerns going forward include the potential loss of the chief of service volunteer, increased labor costs, impact on income due to reduction in Medicare and Medicaid reimbursements, erosion of endowment fund, replacement of vehicles and equipment, population growth in Granby, and increased call volume.
- The Town has committed \$92,260 towards the purchase of a new ambulance which is scheduled to be delivered in October.

First Selectman Mark Fiorentino added that the Town understands the value of a community-based ambulance service and that in addition to the annual budget allocation, Granby also supports GAA through capital contributions for the purchase of ambulances and investment in the radio communication project. Going forward, Board of Selectmen members Kelly Rome, Fred Moffa and Town Manager Mike Walsh will work on a formal agreement with GAA that is acceptable to both the Town and GAA and fair to all stakeholders.

Public Comment

Kim Becker, 149 Loomis Street, North Granby spoke in support of the Granby Ambulance Association and appreciated the Town's willingness to work together to ensure this vital service continues in Granby.

Steve Wortley, 15 Granville Road, North Granby in support of increased financial support from the Town of Granby for the Granby Ambulance Association.

Community Development

Director of Community Development Abigail Kenyon presented an overview of the Community Development department including Building Inspection, Fire Prevention and Emergency Management.

**FY25 Noteworthy Accomplishments**

- This year, 1,088 building permits and 19 new house permits were issued with a construction value of \$49,315,070. Permit fees collected totaled \$734,396.
- CERT was activated for various activities in Town including the Granby Road Race, Holcomb Farm Hoedown, Bradley International Airport Triennial Mass Casualty Drill and the elections.
- The Fire Marshal issued 38 Burn Permits, conducted 130 fire code inspections and eight fire investigations.

**FY26 Goals & Objectives**

- Work will begin in the spring to update the Plan of Conservation and Development for 2026 as required by state statute every ten years.
- The department will continue to review zoning regulations with the Planning & Zoning Commission and propose updates for consideration.
- The Town hired a consultant to develop the Granby Center Master Plan, and the department will continue to oversee the process and the implementation.
- The Building Department will update resource materials for the public based on current building code requirements and zoning regulations as well as expand the department page on the Town website to provide more information and resources for residents.
- The director will monitor and provide plan review and input on projects including the Kearns School housing development and the Broadleaf Solar project.

**FY26 Budget Changes:**

- The Community Development department no longer requires temporary or part-time support staff, and that expense was removed from the budget.
- ARPA funds were used for the Building Department software Municipality through the end of 2026. Therefore, the cost is not in the FY 2025-26 budget.
- The Fire Marshal budget proposes an increase in the hours for more fire investigation and backup coverage for the deputy fire marshal.
- The wages for the Emergency Management Director are offset by the Emergency Management Performance grant from the state. The budget includes the net expense.

### **Health Services**

Jennifer Kertanis, Director of the Farmington Valley Health District (FVHD), which serves as the municipal health department for the Town of Granby presented an overview of the organization and the services delivered to the Town. The FVHD provides highly skilled, experienced health professionals to prevent disease, promote health and protect against public health threats. The Town supports the FVHD through a municipal per capita charge of \$7.50 for a total FY 2025-26 contribution of \$84,368.

### **Police Department Administration, Operations and Communications**

Chief Sansom presented an overview of the Police Department organization and budget highlighting the following.

#### **FY25 Noteworthy Accomplishments:**

- Hired and trained two full-time dispatchers and two certified patrol officers.
- Initiated new community outreach programs.
- Built Continuity of Operations Plan.
- Transitioned to the State of Connecticut Accreditation platform.
- Secured a more accessible gun range for training mandates.
- Acquired a new supervisor vehicle, ballistic shields and helmets.
- Trained new firearms instructor/armorer.
- Developed Personnel Order policy.
- Upgraded town hall campus security cameras.
- Implemented Cert-Assist, a training tracking program.
- Evaluated capital improvement needs.

#### **FY26 Goals and Objectives:**

- Complete State Tier Accreditation for the department.
- Review and update General Orders.
- Increase community outreach programs and visibility in the community.
- Finish capital improvement projects including updates to the evidence room.
- Increase police visibility in traffic enforcement and increase pedestrian and vehicular traffic safety.
- Complete firearms upgrade.
- Solidify training partners for officer recertification and mandated training.
- Maintain state of Connecticut First Responder License.
- Implement a new communications training platform for mandated compliance.

#### **FY26 Budget Changes:**

- POSTC Training: Mandated training will be conducted through approved law enforcement instructors/entities which will incur costs. The West Hartford Police Department no longer offers free training.
- Professional Development: IACP Conference attendance and membership for the police chief and captain.
- Create a Lead Dispatcher position by contractual agreement.
- Increase operational and administrative uniform allowance.
- Hire one new police officer to increase coverage on day and evening shifts.
- Increase Supervisor Overtime budget to fill vacant supervisor shifts to foster accountability and limit liability.

- Increase Vehicle Maintenance budget to properly maintain and care for fleet.
- Reduce overtime expense with addition of new officer.

**4. PUBLIC COMMENT**

There was no further public comment.

**5. ADJOURNMENT**

ON A MOTION by K. Rome, seconded by M. Chapple, the Board voted (4-0-0) to adjourn the meeting at 8:26 p.m.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary





**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING – BUDGET WORKSHOP II  
MINUTES  
March 10, 2025**

**PRESENT:** Mark Fiorentino, First Selectman; Margaret Chapple, Frederick Moffa and Kelly Rome

**ABSENT:** Mark Neumann, Vice-Chairman

**ALSO PRESENT:** Mike Guarco, Board of Finance Chairman; Kimi Cheng, Director of Finance; Mike Walsh, Town Manager; Kevin Hobson, Board of Finance Vice-Chairman; William Kennedy, Board of Finance and Ben Perron, Board of Finance

**1. CALL TO ORDER**

The Regular meeting of the Town of Granby Board of Selectmen (Budget Workshop II) was called to order by First Selectman Mark Fiorentino at 5:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. DEPARTMENTAL BUDGET PRESENTATIONS**

Parks & Recreation Event Fund

Town Manager Mike Walsh provided a brief overview of the fund which is a self-balancing fund. Revenue taken in supports the delivery of the Parks and Receptions programs and services with little funding from the General Fund.

Community Services Director Sandy Yost highlighted the following line items related to the program fund:

- Granby Travel Basketball decided to manage their program independently and the associated costs were removed from the Youth Sports line.
- There is a slight increase in Youth Sports Clinics due to the addition of new programs such as Mountain Biking.
- The department is no longer managing the elementary after-school program resulting in a decrease in Youth Activities expenses.
- Holcomb Farm Revenue increased due to the successful marketing and booking of special events.
- The department discontinued the Preschool Camp program and the extra S'more week of summer camp.

Community Services

Director Yost reported on the remainder of the Community Services departments including Senior Services, Social Services and Youth Services.

**FY25 Noteworthy Accomplishments**

- Renovated the Senior Center kitchen through STEAP, SUA Covid Relief and NCOA Vaccine Initiative grant funding.
- Purchased a 2023 Chevy 14-passenger, lift-equipped vehicle.

- Completed the Walking Path at Salmon Brook Park through STEAP and ARPA grant funding.
- Hosted over 1,600 events at the Senior Center with over 3,400 attendees since July 1, 2024.
- Offered several community events through Parks & Recreation including Family Day, Trunk or Treat, Comedy Night, Holiday Marketplace, and Breakfast with Santa.

#### FY26 Goals & Objectives

- Review and update policies and procedures for Community Services departments.
- Implement regional CLEAR program.
- Make building improvements to the Senior Center/Youth Services building.
- Increase storage capacity for event equipment at the North Barn Pavilion.
- Enhance the Walking Path experience at Salmon Brook Park.
- Establish an improved media presence for the Community Services department.
- Introduce new programs and opportunities to encourage participation from new demographic groups.

#### FY26 Capital Improvement Requests:

- Purchase and install generators for the Park House at Salmon Brook Park and the North Barn Pavilion at Holcomb Farm to address safety concerns in the event of a power outage.
- Dredge the pond at Salmon Brook Park for the health of the pond and to remove excess sedimentation.
- Purchase and install a digital display sign for Salmon Brook Park to announce real time events, classes, and notices.

#### Library Services

Director of Library Services Amber Wyzik presented the organization and budget for the public libraries.

#### FY25 Noteworthy Accomplishments

- Replacement of sidewalks at Cossitt Library.
- Significant increase in the use of Cossitt Library since the introduction of the Maker Space.
- Implemented a new online library event calendar registration system/meeting room reservation system.
- Completed library renovation with new carpet, paint, and lighting.
- Replaced all staff and patron computers with funds from a PEGPETIA grant.
- Updated staff performance evaluation tools and protocols.
- Created a five-year long-range strategic plan for the library.
- Completed a library space feasibility study as well as a capital feasibility study to measure potential community support for a library expansion project.
- Reviewed and updated all policies more than five years old.
- Developed and implemented a homebound delivery service.
- Refreshed library staff onboarding and training practices.

#### FY26 Goals & Objectives

- Successfully implement a library management system.

- Initiate and complete Phase 3 of the Cossitt Restoration Project.
- Complete the capital campaign planning phase to raise funds for future library expansion and renovation.
- Successfully organize and host the annual Granby Children's Book Festival.
- Increase awareness of library programs and resources within the community.
- Enhance overall patron experience by ensuring timely assistance and knowledgeable staff.
- Assess progress towards the library's long-range strategic plan.

#### **FY26 Budget Requests**

- Increase part-time wages to industry standards, ensuring fair compensation and supporting the long-term sustainability of our workforce.
- Add eight part-time hours either through a new staff member or an increase in current staff hours to further support library programming.
- Increase the Special Events budget to support one or two major events at the library such as the Summer Reading program kickoff or the finale. Currently 100% of the programming is supported by the Friends of the Library.

#### **Department of Public Works**

Director Kirk Severance presented an overview of the department and budget for Public Works.

- The budget was held flat in as many areas as possible with a slight increase overall. Adjustments will be made as necessary between DPW line items to cover shortfalls.
- Areas of concern include the increased cost of salt and higher pricing for repainting the lines on town roads.
- Savings were realized by collaborating with the Board of Education on pricing for diesel fuel, gasoline, and home heating oil.
- Staff training expenses were increased to meet annual mandated training for existing staff and new employee onboarding. Additional training is also needed for the new supervisors in the department as a result of the reorganization.
- Harness Way is currently going through the Planning & Zoning process to be an approved road. Once it is approved, the road will be added to the list of roads to be maintained by the Town.
- The Town was in the final year of a very beneficial contract for electricity which expired as of December 2024. The Town Manager worked with CRCOG on a collective bid and signed a new four-year contract with BP. Although the new contract is good for the current market, it still represents a significant increase compared to the last contract.
- Paine's Recycling & Rubbish Removal was recently taken over by USA Hauling & Recycling. The Town has a written proposal from the new company to continue the collection service in Granby with no change in the drivers, vehicles, routes, etc. The Waste Collection line item reflects the new proposal.

#### **4. PUBLIC COMMENT**

Robert Flanigan, 24 Woodcliff Drive, inquired about the cost and use of Public Works trucks and equipment as well as the hiring of an SRO for the Board of Education.

**5. ADJOURNMENT**

ON A MOTION by K. Rome, seconded by F. Moffa, the Board voted (4-0-0) to adjourn the meeting at 7:21 p.m.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary

**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING – BUDGET WORKSHOP III  
MINUTES  
March 13, 2025**

**PRESENT:** Mark Fiorentino, First Selectman; Margaret Chapple, Frederick Moffa

**ABSENT:** Mark Neumann, Vice-Chairman and Kelly Rome

**ALSO PRESENT:** Mike Guarco, Board of Finance Chairman; Kimi Cheng, Director of Finance; Mike Walsh, Town Manager; and Ben Perron, Board of Finance

**1. CALL TO ORDER**

The Regular meeting of the Town of Granby Board of Selectmen (Budget Workshop III) was called to order by First Selectman Mark Fiorentino at 5:06 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. DEPARTMENTAL BUDGET PRESENTATIONS**

Town Manager's Office

Town Manager Mike Walsh provided an overview of the Town Manager's office organization and presented the budget for the department. The budget request contains no requests for capital items or new operating resources.

**FY25 Noteworthy Accomplishments**

- Settled four collectively bargained labor contracts.
- Reorganized Parks and Recreation and Department of Public Works, promoting five supervisors.
- Helped secure \$2M of state bond funds for the Radio Communications Project.
- Compiled and distributed a \$78 million 10-year Capital Improvement Plan.
- Acquired 87 Simsbury Road, the former West Granby Methodist Church from the Hartford Foundation for Public Giving.
- Converted the budget process to ClearGov software to improve the process and increase transparency.
- Converted medical coverage for all employees from a Preferred Provider Organization to a High Deductible Health Plan.
- Issued an Ethics Policy and updated the Personnel Rules.
- Changed Stop Loss insurance carrier avoiding \$424,000 in premiums.
- Allocated \$1.6M of ARPA funds to several new projects.

**FY26 Goals & Objectives** include closely monitoring and administering the following initiatives:

- KCE Battery Farm and Broadleaf Solar Project
- Kearns Senior Housing Development
- Town Center Project and Freshies Property
- Ten-year Capital Improvement Plan

- Solar Options and Building Energy Efficiency
- Organizational Efficiency and Redundancy
- Continuous process analysis
- Agreements with Lost Acres Fire Department, Granby Ambulance Association and GCTV

#### Human Resources

Director of Human Resources Krista Shaffer provided an overview of the responsibilities of the department and presented the budget. The budget request contains no requests for capital items or new operating resources.

#### FY25 Noteworthy Accomplishments

- Participated in the negotiation and settlement of four collectively bargained labor contracts.
- Participated in the reorganization of Parks and Recreation and the Department of Public Works, promoting five supervisors.
- Revised and finalized the new Personnel Rules.
- Improved onboarding process including background checks for those in direct contact with children and seniors. Implemented pre-employment medical and drug screening for all new hires.

#### FY26 Goals and Objectives

- Increase training opportunities for managers and supervisors.
- Transition responsibility for personnel files and benefits administration to Human Resources.
- Improve performance appraisal management.
- Develop trust and transparency with staff.

#### IT Operations

Mike Walsh presented the technology department organization and the original agreement with the Board of Education to provide support to the Town. The Town Manager and the Superintendent recently updated the agreement to better reflect the time spent by the Director of Technology and the Technology Operations Manager on town projects and support. The headcount and associated costs for the System Administrator are included in the Town budget.

Director of Technology Jon Lambert presented an overview of the department, noteworthy accomplishments from FY25 and goals and objectives for FY26 supported by the budget.

#### FY25 Noteworthy Accomplishments

- Transitioned technical support for the Town from an outside consultant to the BOE Technology Department, improving system support, customer service and response time.
- Inventoried and documented the Town network, computers, devices, software, and data. Improved and implemented best practices for security, cybersecurity, computers, and data.
- Virtualized and updated application and file servers town wide.
- Replaced outdated phone system, integrated new town system with school phone system for internal direct dial, 911 notification, paging and other modern features.

- Standardized and replaced desktop/laptop computers and monitors town wide.
- Purchased and installed new audio/visual equipment upgrades to facilitate hybrid meetings and events at Town Hall, the Senior Center, and Holcomb Farm.
- Implemented new software for dispatch at the Police Department to communicate with the Fire Department.
- Assisted with Makerspace setup and wiring at Cossitt Library.

#### FY 26 Goals and Objectives

- Provide a high level of technology support and assist the Town with projects and initiatives.
- Continue to cross train staff and implement redundancy in processes and equipment.
- Complete technology equipment replacement and upgrades including the Municipal Area Network.
- Update all computers to Windows 11 by October 2025.
- Update Disaster Recovery and Incident Response documents.
- Complete A/V projects at Town Hall, the Senior Center, and Holcomb Farm.
- Continue building security and camera system improvements town-wide, complete security camera project at the Police Department.
- Assist with installation of new Police Department radio system.

The Technology Department budget contains a request in the software applications line for an upgrade to the Town's Office 365 email system to better manage phishing threats and other malicious hacking attempts. The budget does not contain any new requests for capital items.

#### Town Clerk Operations

Town Manager Mike Walsh provided an overview of the responsibilities of the department and presented the budget for the Town Clerk as that position is currently vacant. Jenn Espinal will assume the position of Town Clerk at the end of March.

#### FY25 Noteworthy Accomplishments

- Purchased a large format printer/scanner/copier using ARPA funds. Large surveys and maps can now be scanned with the new machine and uploaded to RecordHub making them more easily accessible to local attorneys and for title searches. To date, property surveys and maps are electronically archived and indexed from December 1959 to the present.
- Created an electronic vital records index to improve access to the records.
- Created a master list of all records stored in the vault to ensure the retention schedule complies with the State Public Records Administrator.

#### FY26 Budget Changes

- The new Town Clerk was hired at a lower step than the former Town Clerk resulting in a reduction in Regular Payroll expense.
- Election expenses increased significantly due to unfunded mandates for early voting.
- Renewal of the COTT Systems increased by about 20% which is reflected in the Indexing and Microfilming line. Additional services provided by the new contract include eRecording, online marriage license applications and Property Check, a service to protect against property fraud.

### Election Services

Registrars of Voters Karen Antonucci and Laura Wolfe provided an overview of the responsibilities of the department and presented the budget for Election Services. The budget and activities of the department are significantly impacted by changes from the Secretary of State in equipment and systems as well state mandated early voting.

- Early voting is required for 14 days for a general election and seven days for primaries. Registrars, who serve as moderators, are required to work extra hours for office coverage resulting in an increase in the payroll line. Additional training was also required for the volunteers.
- 2024 Early Voting grants offset the costs from the last election season. However, the grant funds are not expected to be available going forward.
- Office and General Supplies increased significantly due to the increase cost of envelopes and labels.
- Polling Place Activity expenses were increased to provide better refreshments with more options for the many volunteers who work the polls for all elections including early voting.
- Machine Maintenance increased significantly due to the new voting machines distributed by the Secretary of State. The Town was allotted ten machines which the registrars feel is more than the town needs, however there was not an option to decline the extra machines. The annual cost to maintain the new machines is about \$300 each. The machines will also require new paper, ink, training, and security protocols.

### Finance Management

Director of Finance Kimi Cheng provided an overview of the Finance Department and presented the budget for the department including the Assessor and Revenue Collection departments.

#### **FY25 Noteworthy Accomplishments**

- Continued to receive an unmodified audit opinion for the annual audit financial reports and the Certificate of Achievement for Excellence in Financial Reporting Award.
- Participated in the negotiation and settlement of four union contracts.
- Converted medical coverage for all employees from a Preferred Provider Organization to a High Deductible Health Plan.
- Renewed stop loss insurance with a new vendor to realize a significant savings in premiums.
- Selected and implemented new software for budget preparation and accounts payable.
- Collected 98.93% of taxes levied (\$43.68M) in fiscal year 2024; mailed \$484.5K in supplemental motor vehicle bills; and mailed \$364K in sewer use bills.
- 2023 Grand List: Valued nearly 5,000 parcels valued at \$1.2B; valued 11.8K in motor vehicles valued at \$39.5M. The total added to the Grand List was \$17M resulting in over \$563K in additional taxes.

#### **FY26 Goals and Objectives**

- Maintain unmodified audit opinion for the annual audit financial reports and obtain the Certificate of Excellence in Financial Reporting Award.



- Complete implementation of Square 9 software to automate the accounts payable process.
- Provide accurate tax bills to all taxpayers and encourage the use of online payment options.
- Change the Local Elderly Ordinance application from annual to bi-annual to align with the state process.
- Complete and sign the annual grand list without requiring an extension.
- Automate process to feed building permits into the CAMA system.

#### FY26 Budget Changes

- Introduced shared audit fees with the BOE resulting in a decrease in the audit line. In prior years, the town paid 100% of the audit fee.
- Increase GFOA professional development for the Director of Finance.
- Obtain VCS licenses to include all seasonal and part time employees to allow them to punch in and out using the online system.
- Increase annual software fees to support new systems.
- Transferred the cost for developing and printing the Annual Report to the Town Manager's budget.

The Board reviewed the budgets for the departments not included in the previous presentations including Legal Services; Fringe Benefits; Probate; Contingency and Reserve; Boards, Regional Programs and Staff Development; Insurances; Recreation Administration; and Community Support.

#### Capital

Town Manager Mike Walsh reviewed the Capital Improvement Plan included in the back of the Budget Book noting that this is a preliminary report and needs further work to get to an accurate, working document. A full inventory will be completed, and the report will be further refined to include a replacement timeline, projected cost, and priority. The completed report will be presented to the Board of Selectmen who will review the CIP in detail and then forward it to CPPAC.

#### Planned capital purchases for FY26 include:

- 10 Wheel Dump Truck
- 6 Wheel Dump Truck
- Lift for Tree Cutting
- Backhoes/Loaders
- Flail Mower
- Road Overlay
- Police Vehicles
- Technology & Equipment
- Contribution to Granby Ambulance Association

The Town Manager and the Director of Finance will identify projects/purchases for the \$305,107 in unallocated funds.

#### Debt Service

The Debt Service budget includes payments on annual bond maturity and interest costs associated with bonded projects. Details of the debt activity can be found on pages 55-57 in the budget book.

#### Revenues

Revenue sources for the Town include property tax, intergovernmental revenues, and municipal grants as well as local revenues and fund transfers. Definitions of each category and the revenues budget can be found on pages 14-18 of the budget book.

#### Other Funds

In addition to the General Fund, the Town maintains a series of funds designated for specific activities and functions which are budgeted separately from the General Fund. The General Fund is recognized as the Town's general operating fund and accounts for all financial resources except those accounted for in such funds. Details on the revenues and expenditures for the Other Funds can be found on pages 69-81 in the budget book.

#### **4. PUBLIC COMMENT**

There was no public comment.

#### **5. ADJOURNMENT**

ON A MOTION by M. Chapple, seconded by F. Moffa, the Board voted (3-0-0) to adjourn the meeting at 8:25 p.m.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary

**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING  
MINUTES  
March 17, 2025**

**PRESENT:** Mark Fiorentino, First Selectman; Mark Neumann, Vice-Chairman; Margaret Chapple, Frederick Moffa, Kelly Rome, and Zainab Zafar, Student Liaison

**ABSENT:** Ben Lavigne, Student Liaison

**ALSO PRESENT:** Mike Walsh, Town Manager; Mike Guarco, Board of Finance Chairman

The Regular meeting of the Town of Granby Board of Selectmen was called to order by First Selectman Mark Fiorentino at 7:00 p.m.

**1. PLEDGE OF ALLEGIANCE**

**2. MINUTES**

2.1. Approval of Board of Selectmen Regular Meeting Minutes – March 3, 2025

ON A MOTION by K. Rome, seconded by M. Neumann, the Board voted (5-0-0) to approve the minutes of March 3, 2025, as presented.

**3. APPOINTMENTS**

There were no appointments presented.

**4. COMMUNICATIONS**

4.1. Barn Door Hills Road – Farming/Herbicide Application Update

Several neighbors along Barn Door Hills contacted the Town and expressed concern about the farmer's operations in the adjacent field during the last growing season. Their concerns were related to trash in the area and proper application and signage related to fertilizers being applied to the fields. Town Manager Mike Walsh worked closely with the residents and the farmer to provide a solution for the immediate concerns and identify longer term items that may be considered in the future. The farmer has committed to 1) cease using the Command herbicide; 2) post notices around the perimeter of the crop area whenever herbicide is applied; 3) provide a complete copy of application records for everything applied during the season; 4) provide and maintain bathroom facilities at the site; 5) provide an eye and hand wash station; 6) install trash receptacles.

In addition to the commitments from the farmer, the Town is also going to install a sign indicating where the farming land ends, and the private property begins to discourage the farm workers from entering adjacent private property. The Town has not heard back from the neighbors regarding the solution.

Longer term, a member of the Conservation Commission has requested the Town include more substantive provisions in the leases regarding these issues especially around the application of chemicals. Since such changes may have potential impacts on all agricultural land in town, the First Selectman has asked the Conservation Commission to work with the Agricultural Commission to draft language for the Board of Selectmen to consider.

## **5. OLD BUSINESS**

### **5.I. 83 Salmon Brook Street Lease**

Over the last six months, the Town has been negotiating the sale or lease of the property at 83 Salmon Brook Street. As part of the process, the Town secured two appraisals of the building and allowed contractors to access the building to identify and estimate repairs.

The interested party provided the Town with three written proposals including various options to lease or buy the property. After careful consideration of all proposals, an offer to sell the building was made by the Town about two weeks ago. The Town expected to hear back from the interested party but has not and therefore, considers the deal rejected.

The Board of Selectmen will not take any further action at this time and will discuss next steps for the property with the Town Manager.

## **6. NEW BUSINESS**

### **6.I. Connecticut Department of Transportation Grant Approval**

The Town receives grant funds from the State of Connecticut Department of Transportation for Elderly and Disabled Demand Responsive Transportation. The grant funding is combined with funds from the General Fund budget to employ senior van drivers. The grant amount for FY26-28 is \$29,453 annually and requires a 50% match.

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted (5-0-0) to direct Town Manager Mike Walsh to accept the State of Connecticut Department of Transportation grant in the amount of \$29,453, and further, to execute any agreements or documents necessary to facilitate the receipt of this grant.

### **6.II. Fire Marshal Smoke Detector Grant Request Approval**

Grants Administrator Catherine Lanyon has requested approval from the Board of Selectmen to pursue a \$3,000 grant on behalf of Fire Marshal Brian Long from the Granby Greater Together Community Fund, organized by the Hartford Foundation for Public Giving. The grant would fund the smoke alarm program which provides free smoke alarms and batteries to Granby residents. The program also includes free smoke alarm inspections by the Fire Marshal. The grant does not require a municipal match.

ON A MOTION by M. Chapple, seconded by K. Rome, the Board voted (5-0-0) to authorize Grants Administrator Catherine Lanyon to compile and file a grant application in the amount of \$3,000 with the Granby Greater Together Community

Fund provided by the Hartford Foundation for Public Giving for the purpose of securing funding for the purchase of smoke detectors.

6.III. Bond Referendum Question Resolution Approval

Town Manager Mike Walsh presented a bond referendum package related to an amending resolution that seeks to include the Doherty Bridge reconstruction as part of the bond authorization approved by the voters in 2019. The bond referendum package, including adoption timelines, was prepared by Marie Phelan of Pullman and Comley, the Town's Bond Counsel.

The Town Manager requests that the Board approve the resolution and forward it to the Board of Finance for consideration. If approved, a Town Meeting will be held on Monday, April 14, 2025, and the referendum will be held on Monday, April 21, 2025.

ON A MOTION by F. Moffa, seconded by M. Neumann, the Board voted (5-0-0) to approve the amended resolution below.

ON A SECOND MOTION by F. Moffa, seconded by M. Neumann, the Board voted (5-0-0) that should the Board of Finance approve the Amendment, a Special Town Meeting is hereby called to be held on April 14, 2025 at 6 p.m. at the Granby Senior Center & Youth Services Building, Community Room, 15C North Granby Road, Granby, CT 06035, to consider the Amendment approved by the Board of Selectmen at its meeting held on March 17, 2025, and the Board of Finance at its meeting to be held on March 24, 2025.

**RESOLUTION AMENDING A RESOLUTION AUTHORIZING AN APPROPRIATION AND BOND AUTHORIZATION OF \$13,716,000 FOR VARIOUS BRIDGE PROJECTS TO EXPAND THE SCOPE OF THE PROJECT TO INCLUDE THE DOHERTY ROAD BRIDGE PROJECT**

WHEREAS, on June 4, 2019, the Town of Granby, Connecticut (the "Town") approved an appropriation and bond authorization for various bridge projects (the "Bridges Project") in the amount of \$13,716,000 (the "Bridges Resolution"); and

WHEREAS, on March 31, 2021, and on July 28, 2021, the Town issued a total of \$4,050,000 in bonds to fund the Bridges Project (the "Bond Proceeds"); and

WHEREAS, due to unexpected lower costs and grant reimbursements from the State of Connecticut (the "State"), the Town had \$2,580,000 in surplus Bond Proceeds (the "Surplus"); and

WHEREAS the Town authorized \$1,460,000 of the Surplus for the school projects leaving \$1,120,000 remaining in Surplus (the "Remaining Surplus"); and

WHEREAS, the Bridges Resolution did not contemplate or include costs related to the Doherty Road Bridge, but the Town now expects to incur costs to repair Doherty Road Bridge (the "Doherty Road Bridge Project"); and

WHEREAS, the Town desires to fund a portion of the costs of the Doherty Road Bridge Project with the Remaining Surplus and fund the balance of the costs with grant funds from the State and Town funds on hand; and

WHEREAS, accordingly, the Town seeks to expand the scope of the project description in the Bridges Resolution to include costs associated with the Doherty Road Bridge Project.

NOW, THEREFORE, BE IT RESOLVED, that the Bridges Resolution is hereby amended to expand the scope of the Bridges Resolution to include costs associated with the Doherty Road Bridge Project (the "Amendment").

BE IT FURTHER RESOLVED, that the Board of Selectmen hereby recommends to the Board of Finance and to all persons qualified to vote in town meetings of the Town that it approve the Amendment.

BE IT FURTHER RESOLVED, that should the Board of Finance approve the Amendment, a Special Town Meeting is hereby called to be held on April 14, 2025 at 6 p.m. at the Granby Senior Center & Youth Services Building, Community Room, 15C North Granby Road, Granby, CT 06035 (the "Town Meeting"), to consider the Amendment approved by the Board of Selectmen at its meeting held on March 17, 2025, and the Board of Finance at its meeting to be held on March 24, 2025.

BE IT FURTHER RESOLVED, that the Board of Selectmen, pursuant to Section 7-7 of the Connecticut General Statutes, as amended, and the Charter of the Town hereby removes the item described above on the call of the Town Meeting to be held on April 14, 2025 for submission to the voters for vote by voting machine on April 21, 2025 by the voters entitled to vote at the Town Meeting during the hours from 8 a.m. to 8 p.m. such referendum to be held at the Granby Town Hall Meeting Room, 15 North Granby Road, Granby, CT 06035 under the following heading:

*Shall the Town of Granby amend the resolution authorizing an appropriation and bond authorization of \$13,716,000 for various bridge projects adopted on June 4, 2019, to expand the scope of such resolution to include the planning, design, construction, reconstruction, repair and resurfacing of the bridge located on Doherty Road in the Town of Granby?*

The moderator of the Town Meeting shall adjourn such meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Town Meeting and order such vote by voting machine in accordance with this resolution, Section 7-7 of the Connecticut General Statutes and the Charter.

BE IT FURTHER RESOLVED, that the Board of Selectmen authorizes the Town Clerk, subject to the approval of the municipal attorney, to prepare and print concise explanatory text and other printed materials concerning the question to be submitted to the voters at referendum on April 21, 2025, specifying the intent and purpose of the Amendment in accordance with Section 9-369b of the Connecticut General Statutes.

6.IV. FY26 Board of Selectmen Town Budget Approval – Submission to the Board of Finance

ON A MOTION, by K. Rome, seconded by M. Chapple, the Board voted (5-0-0) to adopt the resolution below to transmit the FY 2025-26 budget as amended to the Board of Finance.

WHEREAS, the Board of Selectmen is required to present a budget to the Board of Finance for the 2025-26 Fiscal Year; and,

WHEREAS, various revenues are included in the budget to offset expenditures including Intergovernmental and Local Revenues; and,

WHEREAS, following a review of the proposed Town Manager's Budget, the 2025-26 Board of Selectmen General Fund Expenditure budget is recommended at \$18,445,571; and,

WHEREAS, the Selectmen's proposed budget is below the guideline budget to reflect a 2.4% increase over the 2024-25 Town Operation Budget of \$13,778,911.

NOW THEREFORE, BE IT RESOLVED that the Board of Selectmen forwards a proposed 2025-26 **Revenue Budget** to the Board of Finance consisting of the following items:

GENERAL FUND REVENUES	TOWN MANAGER PROPOSED	BOS ADOPTED
Property Taxes	\$740,000	
Intergovernmental Revenues	7,842,139	
Local Departmental Revenues	1,040,191	
Fund Transfer	2,185,000	
<b>TOTAL</b>	<b>\$11,807,330</b>	

That the Board of Selectmen forwards a proposed 2025-26 **Expenditure Budget** to the Board of Finance consisting of the following items:

GENERAL FUND EXPENDITURES	TOWN MANAGER PROPOSED	BOS ADOPTED
Administration	\$5,692,652	\$5,668,372*
Personal & Property Protection	3,577,508	3,601,788*
Public Works & Environment	3,710,631	3,710,631
Libraries, Recreation, & Social Services	1,128,412	1,128,412
<b>Sub-total</b>	<b>14,109,203</b>	<b>14,109,203</b>
Capital Budget	2,605,000	2,605,000
Debt Service	1,731,368	1,731,368
<b>TOTAL</b>	<b>\$18,445,571</b>	<b>\$18,445,571</b>

\* Move \$1,600 from the Contribution to the Dog Fund to the Publication line item in the Property Assessment Department; move \$13,306 from the Insurance Department to the PD Overtime line item; and move \$12,574 from the Town Clerk Department to the PD Overtime line item.

That the Board of Selectmen forwards a proposed 2025-26 **Other Funds Budget** to the Board of Finance along with a 2026-2035 **Capital Improvement Program** consisting of the following:

OTHER FUNDS	TOWN MANAGER PROPOSED	BOS ADOPTED
Dog Fund	\$ 24,410	
Recreation Events (P&R and HF)	939,535	
Sewer Utility	385,240	
Capital Equipment/Improvement	3,136,204	
Education Quality & Diversity	969,686	
Solid Waste Fund	165,000	
2026-2035 Capital Improvement Program	(Detail in Budget document)	

In addition to the budget resolution, the following motion was also recommended for the ballot/referendum question:

ON A MOTION by F. Moffa, seconded by M. Neumann, the Board voted (5-0-0) to approve the following annual budget referendum language for the budget vote scheduled for Monday, April 21, 2025, in the Town Hall Meeting Room, 15 North Granby Road, Granby CT 06035 from the hours of 8 a.m. to 8 p.m.

**ANNUAL BUDGET REFERENDUM APRIL 21, 2025**

*Shall the Annual Budget Referendum for the 2025-2026 Fiscal Year as recommended by the Board of Finance, including appropriations from the General Fund, Dog Fund, Local Capital Improvement Program Fund, Town Aid Road Fund, Capital Equipment/Improvement Fund, Sewer Utility Fund, Recreation Events Fund, Education Quality and Diversity Fund, Solid Waste Fund, and Other Funds be adopted?*

**6.V. State Provided Local Option – Assessment of Motor Vehicles**

The Connecticut General Assembly changed the method that an Assessor uses to value motor vehicles for the Grand List Year October 1, 2024. The new method of valuation will use the Manufacturer's Suggested Retail Price (MSRP) and apply a depreciation schedule beginning at 85% to annually arrive at the assessment used for taxation. For Granby, the change resulted in an overall decline in the value of motor vehicles of \$16 million, or 12.63% costing the Town \$519,000 of tax revenue.

In an attempt to address the budget variability created by these changes, the legislature is providing each city and town with the option to implement a local option whereby the Town can recapture 5% of the lost value, or about 1/3 of lost revenue (estimated to be \$185,000 for Granby). Due to the mill rate cap on motor vehicles, this reduction in motor vehicle value basically translates into an increase in the real estate and personal property mill rate.

The difference in mill rates without adopting the local option (leaving the motor vehicle values at 85%) would raise the non-motor vehicle rate by .69 or 2%. Conversely, by adopting the local option (recapturing 5% of the motor vehicle values) would lower the



non-motor vehicle mill rate by .69 or 2%. Based on this information, the following motion is recommended to decide on the local option for Granby.

ON A MOTION by M. Neumann, seconded by M. Chapple, the Board voted (5-0-0) to elect the local option to apply a modified schedule of depreciation (90%) with respect to motor vehicles based on the manufacturer's suggested retail price of such motor vehicles, provided no motor vehicle shall be assessed at an amount less than five hundred dollars.

## **7. TOWN MANAGER REPORT – PROJECTS AND FINANCIALS**

Town Manager Mike Walsh provided an update of ongoing Town of Granby projects and other noteworthy items. The FY25 year-to-date February budget summary and Phase I and Phase II ARPA report through February 28, 2025, as compiled by Finance Director Kimi Cheng was also included.

- The Radio Communications Project team is meeting weekly with Marcus Communications. The group is still working on a closing date for the radio tower site at 229 Mountain Road.
- The Town continues to pursue an appeal of the CT Siting Council KCE decision and worked with state legislators to institute a statewide BESS moratorium until such time as the state institutes uniform safety and environmental standards.
- The First Selectman and Town Manager continue to work on the disposition of the property at 83 Salmon Brook Street.
- FY26 budget workshops were held, and work on the budget continues.
- A regular meeting cadence was established for the Kearns Senior Housing development project.
- Work continues to add the Doherty Bridge project to be added to the referendum.
- Jen Espinal was hired as the new Town Clerk and sworn in by the First Selectman. She will be introduced to the Board on April 21, 2025.
- The DPW garage is not a viable option for the solar project. A new location will be identified.
- Worked with the BOE on the SRO issue and in the event the position is part of the budget, an agreement will be drafted and presented to the Board of Selectmen.
- Joined WTIC 1080 radio to celebrate "all things Granby".

## **8. FIRST SELECTMAN REPORT (Mark Fiorentino)**

First Selectman Mark Fiorentino provided the following:

- Attended the Men's Breakfast and enjoyed the presentation on making maple syrup.
- Attended the high school production of Legally Blonde and complimented the talented cast and crew for a great show.
- Watched the Granby Grunts Robotics Club compete.
- Held an Open House on Saturday, March 15 which was attended by about 40-50 people. Most of the discussion was about the KCE battery storage facility. The Kearns development project and the status of the property at 83 Salmon Brook Street were also discussed.

**9. SELECTMAN REPORTS (Margaret Chapple, Frederick Moffa, Mark Neumann, Kelly Rome, Ben Lavigne and Zainah Zafar, Student Liaisons)**

Student Liaison Zainah Zafar provided the following update from the high school:

- The high school production of Legally Blonde was a hit and sold out on Saturday night.
- The Spring formal will be held on Friday, March 21.
- The Empty Bowls fundraiser is scheduled for Friday, March 28.
- Juniors will take the SAT, and the quarter will close on Wednesday, March 26.

Zainah is also a member of the Junior Achievement Entrepreneurial Academy and shared her presentation on the company she and her group created. Everbrite offers innovative, reusable notebooks made from limestone paper.

**10. PUBLIC SESSION**

Shirley Murtha, 17 Kelley Lane, Granby requested more clarification on the status of the KCE battery storage facility and the appeal.

Maureen Eberly, 37 Silkey Road, North Granby requested (via Zoom) that the public comment be moved to the beginning of the meeting agenda.

**11. EXECUTIVE SESSION**

There was no executive session.

**12. ADJOURNMENT**

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted (5-0-0) to adjourn the meeting at 8:11 p.m.

The Monday, April 7 meeting of the Town of Granby Board of Selectmen is canceled. The next regular meeting will be held on Monday, April 21 at the Senior Center to allow for voting in the Town Hall Meeting Room.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary

**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING  
MINUTES  
April 21, 2025**

**PRESENT:** Mark Fiorentino, First Selectman; Mark Neumann, Vice-Chairman; Margaret Chapple, Frederick Moffa, Kelly Rome, and Ben Lavigne Student Liaison

**ABSENT:** Zainab Zafar, Student Liaison

**ALSO PRESENT:** Mike Walsh, Town Manager, Kimi Cheng, Director of Finance

First Selectman Mark Fiorentino called the Regular meeting of the Town of Granby Board of Selectmen to order at 7:00 p.m.

**1. PLEDGE OF ALLEGIANCE**

**2. MINUTES**

2.I. Approval of Board of Selectmen Regular Meeting Minutes – March 17, 2025

ON A MOTION by M. Neumann, seconded by M. Chapple, the Board voted (5-0-0) to approve the minutes of March 17, 2025, as presented.

**3. APPOINTMENTS**

There were no appointments presented.

**4. COMMUNICATIONS**

4.I. Introducing Jen Espinal – Granby's New Town Clerk

First Selectman Mark Fiorentino welcomed Jen Espinal and introduced her to the Board of Selectmen and the community. Ms. Espinal was sworn in as the Town Clerk on March 31, 2025.

4.II. Library Building Expansion Presentation and Discussion

Library Director Amber Wyzik provided an update on the potential expansion of the library including the results of the feasibility study, conceptual designs, space planning, budget projections and estimated funding. The entire PowerPoint presentation can be found in the agenda packet on the Town website.

The next steps for the Board of Selectmen will be to determine how the library expansion fits into the long-term capital plan and the costs associated with the project.

**5. OLD BUSINESS**

None.

**6. NEW BUSINESS**

6.I. Library Summer Intern Position 2025 – Budget Impact

In April 2025, the Granby Library Association and the Friends of the Granby Public Libraries agreed to provide \$5,722.50 for a temporary, full-time summer internship

position at the Granby Public Library. The position will be 35 hours a week for 10 weeks and will not include benefits. Upon approval of this funding, GLA and FOGPL will each provide a check for \$2,861.25.

Since these funds will increase revenue and expenditure line items in the General Fund, which was not budgeted in the FY25 & FY26 adopted budget, a budget amendment is required according to the Town Charter. Pursuant to section 10-6(e) of the Granby Town Charter, the request is forwarded to the Board of Selectmen for comment and will then be forwarded to the Board of Finance for approval.

ON A MOTION by K. Rome, seconded by F. Moffa the Board voted (5-0-0) to approve a budget amendment to increase the Misc. Revenue line item by \$2,289, the Payroll-Temp/PT line item by \$2,113.89, and the FICA & Medicare line item by \$175.11 in the fiscal year 2024-25 adopted General Fund budget for four weeks of the library summer intern position and forwards this request to the Board of Finance for approval.

And to approve a budget amendment to increase the Misc. Revenue line item by \$3,433.50, the Payroll-Temp/PT line item by \$3,170.84, and the FICA & Medicare line item by \$262.66 in the fiscal year 2025-26 adopted General Fund budget for six weeks of the library summer intern position and forwards this request to the Board of Finance for approval.

**6.II. Library PEGPETIA Grant Award Acceptance and Budget Adjustment**

On April 9, 2025, the State of Connecticut's Public Utilities Regulatory Authority awarded a grant to the Granby Public Library for \$7,344.28 to purchase two interactive displays, one for the Fox meeting Room and the other for the Children's Program Room. The grant does not require any matching funds from the Town.

Since these funds will increase revenue and expenditure line items in the General Fund, which was not budgeted in the FY26 adopted budget, a budget amendment is required according to the Town Charter. Pursuant to section 10-6(e) of the Granby Town Charter, the request is forwarded to the Board of Selectmen for comment and will then be forwarded to the Board of Finance for approval.

ON A MOTION by M. Chapple, seconded by M. Neumann, the Board voted (5-0-0) to approve an increase in the Library Automation line item in the FY26 General Fund Budget by \$7,344.28 and forwards this request to the Board of Finance for approval.

**6.III. Valley Brook Community Church Donation Recognition and Associated Stipulation**

The Town received a \$15,000 donation from Valley Brook Community Church to add ramps to the bandshell at Salmon Brook Park to improve access to the stage for the annual Live Nativity as well as other events in the park. Town staff believes the amount is sufficient to cover the entire cost of the construction and installation.

ON A MOTION by M. Neumann, seconded by K. Rome, the Board voted (5-0-0) to accept the \$15,000 donation from Valley Brook Community Church for the express purpose of providing the funding source for the planning, construction, and installation of a handicapped accessible ramp to be attached to the bandshell at Salmon Brook Park.

6.IV. CGS-29-260 – Appointment of Building/Code Official – Four-Year Term

ON A MOTION by F. Moffa, seconded by M. Chapple, the Board voted (5-0-0) to direct Town Manager Mike Walsh, based on the authority originating out of CGS Section 29-260 and the Granby Town Charter Section 7-4, to appoint Joel Skilton as the Building Official and Administrator of the (building) code for a term of four years, effective immediately.

- 6.V. Contract Extension – Paine's/USA Waste Including Market Conditions Discussion  
Town Manager Mike Walsh discussed the history between the Town of Granby and Paine's Recycling and Rubbish Removal, which was recently taken over by USA Waste & Recycling. The Town Manager also discussed the current market conditions that solid waste is subject to in Connecticut and requested approval from the Board of Selectmen to extend the existing contract with USA Waste which will move forward under terms and conditions that are favorable to the Town of Granby for the next eight years. The agreement would increase the in-force contract by half the rate of inflation or 1.5% beginning on July 1, 2025 increasing the monthly solid waste collection charge from \$7.95 to \$8.07 per barrel collected weekly and the monthly recycling collection charges from \$2.79 to \$2.84 per barrel collected biweekly. Solid waste collection is based on 4,400 barrels monthly and recycling collection is based on 4,900 barrels monthly.

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted (5-0-0) to direct Town Manager Mike Walsh to accept the Paine's/USA Waste contract extension offer of an increase based on 50% of the annual CPI-NE for the period beginning July 1, 2025, an increase based on the CPI-NE for July 1, 2026, an increase based on 50% of the CPI-NE for July 1, 2027, and an increase based on the CPI-NE for the periods July 1, 2028 and July 1, 2029.

6.VI. July 4, 2026, America 250 Granby Commission Creation

ON A MOTION by M. Chapple, seconded by K. Rome, the Board voted (5-0-0) to adopt the following resolution:

Resolved, that the Board of Selectmen, consistent with Charter Section 6-1, does hereby create the Granby America 250 Committee for the express purpose of planning, coordinating, facilitating, and publicizing any events deemed necessary and proper to appropriately recognize and celebrate America's 250<sup>th</sup> anniversary on July 4, 2026.

Vice-Chairman Mark Neumann has accepted responsibility for organizing the committee.

6.VII. Cider Mill Heights Parcel Sale Process begins – 8-24 P&Z Referral

In 2005, the Planning and Zoning Commission approved a special permit application for a Flexible Residential Development for Cider Mill Heights. At the time of approval, a need was expressed to have additional town property in the area for storage of DPW road materials. A 1.85-acre lot at 603 Cider Lane was deeded to the Town to be used for this purpose. The lot has not been used since it was deeded to the Town, and it is not expected that the Town will need this lot for municipal purposes. The town has received occasional inquiries about the purchase of the property. If the Town wants to

consider selling the property, Section 8-24 of the Connecticut General Statutes requires that prior to the sale of any town property, the Board of Selectmen refer the proposal to the Planning and Zoning Commission for consideration. The Commission is to evaluate the proposal for its consistency with the Plan of Conservation and Development and report their findings to the Board of Selectmen.

ON A MOTION by K. Rome, seconded by F. Moffa, the Board voted (5-0-0) to refer parcel 603 Cider Lane to the Planning and Zoning Commission for consideration under CGS 8-24 and report back to the Board of Selectmen with their findings.

- 6.VIII. Sanitation Fund Expenditure Request – Barrels, Parts, and Recycling Printing/Postage  
Director of Public Works Kirk Severance is requesting an appropriation of \$43,529 from the Solid Waste Fund for new trash barrels, replacement parts for barrels, and for the printing and mailing of an informational flyer. The Town Manager approves of the request and forwards it to the Board of Selectmen for consideration pursuant to section 10-6(e) of the Granby Town Charter. If approved by the Board of Selectmen, the Board of Finance will hear the request at their next meeting. The Solid Waste Fund has sufficient funds to cover this appropriation, with a balance of \$446,470 as of June 30, 2024.

ON A MOTION by F. Moffa, seconded by M. Neumann, the Board voted (5-0-0) to approve an appropriation of \$43,529 from the Solid Waste Special Revenue Fund to provide funding for new trash barrels, barrel parts, and for the printing and mailing of an informational flyer and forward this request to the Board of Finance for their consideration and approval.

- 6.IX. Right to Farm Ordinance Referral – P&Z and Development Commission Feedback  
At their meeting on December 2, 2024, the Board of Selectmen referred a draft of a Right to Farm Ordinance that was prepared by the Agricultural Commission to both the Planning and Zoning Commission and Development Commission for review and feedback. The purpose of the local ordinance was to take steps to promote the Town of Granby as an agriculturally friendly town and a right to farm town. The recommendation of the Agricultural Commission was to adopt the state statute as the town code. Director of Community Development Abby Kenyon summarized the feedback from the commissions and presented them to the Town Manager who is seeking guidance from the board on next steps.

After a brief discussion and review of the feedback from the Planning and Zoning Commission and the Development Commission, the Board decided to recommend the topic be included as a part of the update of the Plan of Conservation and Development to explore other options to accomplish the goal of promoting Granby as an agriculturally friendly town and a right to farm town. The POCD will work the Agricultural Commission to include initiatives that will further their agenda.

- 6.X. Resolution and Compliance Statement and Policies Supporting Fair Housing  
As a recipient of Small Cities, Community Development Block Grant funding, the Connecticut Department of Housing Program requires the Town of Granby to actively evidence its commitment to the principles and practices of Fair Housing and Equal Opportunity and to take specific actions to support them.

To reaffirm the Town's commitment to fair housing and equal opportunity, it is recommended that the Board of Selectmen re-adopt the Fair Housing Resolution, Fair Housing Policy Statement, Compliance with the Title VI of the Civil Rights Act of 1964, Affirmative Action Policy Statement, Municipal Grievance Procedure, and ADA Notice as presented.

ON A MOTION by M. Chapple, seconded by M. Neumann, the Board voted (5-0-0) to re-adopt the Fair Housing Resolution, Fair Housing Policy Statement, Compliance with Title VI of the Civil Rights Act of 1964, Affirmative Action Policy Statement, Municipal Grievance Procedure and ADA Notice as presented.

## **7. TOWN MANAGER REPORT – PROJECTS AND FINANCIALS**

Town Manager Mike Walsh provided an update of ongoing Town of Granby projects and other noteworthy items. The FY25 year-to-date March budget summary and Phase I and Phase II ARPA report through April 8, 2025, as compiled by Finance Director Kimi Cheng was also included. A few of the highlights of the report included:

- The Town Manager continues to meet regularly with the 7 Summits/New Samaritan developers on the Kearns housing project.
- Granby hosted the Farmington Valley Collaborative quarterly meeting.
- The Town Manager met with the chairman of the town Safety Committee to discuss panic buttons and speed bumps at Salmon Brook Park.
- Director of Finance Kimi Cheng attended the CIRMA Operations and Underwriting Committee board meeting.
- The Director of Finance worked with Amazon to take advantage of the Massachusetts Higher Education Purchasing Consortium contract, which offers up to 100 prime membership users for free, saves the Town \$1,299 per year and offers other discounts on eligible purchases.
- The Assessor repriced all motor vehicles and reapplied exemptions for the 2024 motor vehicle grand list according to the new legislation.
- The Fire Marshal received a grant award of \$500 to purchase a new camera.
- BFJ Planning is holding a public meeting on May 15<sup>th</sup> at 7:00 p.m. at the Senior Center on the Granby Center Master Plan.
- The Senior Center A/V project is complete, and the equipment is working well.
- The police force is down three officers due to injuries.
- Captain LaFlamme visited the B.E.A.R. Transition Academy and is working to get students to volunteer with the Police Department.
- Salmon Brook Park was opened for athletic groups to start practicing.
- Estimates for road overlay work for the next three years are complete.
- The library was awarded a PEGPETIA grant to install interactive displays in the Fox Meeting Room and in the Children's Program Room.
- Social Services managed 77 applications for heating assistance this season.
- At the Senior Center, 180 seniors received assistance completing their tax return from AARP volunteers and 92 guests attended the St. Patrick's Day Luncheon.
- Transportation services is still in need of an additional senior van driver.
- The registrars of voters completed the Annual Canvass mailing; conducted a presentation at GMHS and registered 50 new voters; and will launch the new statewide voter registration system "Total Vote" in June.
- The Town Clerk's office completed all the statutory requirements to prepare for the budget referendum and bond resolution; implemented eRecordings in March to

improve the way business is conducted in the office; and entered a large volume of data in the Cott system to maximize efficiency in recording and proofing land records.

**8. FIRST SELECTMAN REPORT (Mark Fiorentino)**

First Selectman Mark Fiorentino provided the following:

- Members of the Senior Center staff visited Granby resident Mary Sullivan and presented a proclamation in honor of her 100<sup>th</sup> birthday.
- The Planning & Zoning Commission will begin the required review of the Planning of Conservation and Development at their meeting tomorrow night. The first step will be to define the framework and name a committee. Members of the public are encouraged to participate in the process.

**9. SELECTMAN REPORTS (Margaret Chapple, Frederick Moffa, Mark Neumann, Kelly Rome, Ben Lavigne and Zainah Zafar, Student Liaisons)**

Kelly Rome attended the Junior Achievement dinner where Granby Memorial High School student and Board of Selectmen student liaison Zainah Zabar delivered an impressive speech and represented Granby very well.

Student Liaison Ben Lavigne provided the following update from the high school:

- The Empty Bowls event was a tremendous success, and the students appreciated the support from the community.
- Students attended presentations on topics such as social issues and screen time as part of Connect Days.
- Spring sports and Senior Water Wars are in full swing.

**10. PUBLIC SESSION**

Stephanie Harper, 48 Barn Door Hills Road, Granby expressed continued concerns with the farming operation in the area and had several questions for the board about the issue.

Lee Shaw, One Barn Door Hills Road, Granby expressed continued concerns on the use of pesticides on the farmland in the area and the Town's response to the concerns of the neighbors.

Maureen Eberly, Silkey Road, commented on several topics including the library expansion, large vehicles using the Route 20 parking lot, changes to state funding and the tax implications on residents and the status of the town-owned property on East Street.

Danielle Johnston, 42 Barn Door Hills Road commented on the frustration with the Town's response to the concerns raised by the neighbors about the farming operation in the area and requested the lease be terminated with the farmer for applying harmful chemicals.

**11. EXECUTIVE SESSION**

There was no executive session.

**12. ADJOURNMENT**

ON A MOTION by M. Neumann, seconded by M. Chapple, the Board voted (5-0-0) to adjourn the meeting at 9:05 p.m.



The next regular meeting of the Town of Granby Board of Selectmen will be held on Monday, May 5, 2025, at 7:00 p.m. in the Town Hall Meeting Room.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary






# TOWN OF GRANBY

## MEMORANDUM

DATE: April 30, 2025

**TO:** The Granby Board of Selectmen

**FROM:** Mike Walsh, Town Manager 

**REGARDING:** Approval of Application Submittal for DCF YS Bureau Grant

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By way of this memo, please see the attached memo from Sandy Yost, Director of Community Services. In Sandy's memo, she details briefly the State's DCF process for Granby to secure funding to be used in our Youth Services Bureau.

In order for this grant application to move forward, the following motion is needed from the Board of Selectmen.

**Proposed Motion:**

I move that the Board of Selectmen approve the filing of a grant application with the State of Connecticut Department of Children and Family Services for the purposes of securing funding in the amount of \$26,001 to be used in support of the Granby Youth Services Bureau; and to further direct Town Manager Mike Walsh to execute any paperwork to receive and administer the grant

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



# TOWN OF GRANBY

## MEMORANDUM

DATE: April 14, 2025

**TO:** Mike Walsh, Town Manager  
Kimi Cheng, Director of Finance

**FROM:** Sandra Yost, Director of Community Services

**REGARDING:** DCF Youth Service Bureau Grant Application

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### **Background**

The State of Connecticut Department of Children and Families (DCF) has issued the Youth Service Bureau Grant Program application for SFY2026. The purpose of the grant is to assist municipalities or private agencies serving youth, which are designated to act as agents for such municipalities, in establishing, maintaining or expanding such Youth Service Bureaus.

Granby Youth Service Bureau provides prevention, therapeutic, and positive youth development opportunities. In addition, our Juvenile Review Board handles juvenile diversion cases in support of assisting youth from entering the criminal justice system.

### **Request**

The SFY2026 grant allocation is \$26,001 for Granby. The grant match requires a 50% match that will be met by the current budget for Youth Services (staffing). No additional allocation is required. Applications are due 5:00 p.m. in May 15, 2025.

### **Action required**

I request that you forward the request to the Board of Selectmen for approval to apply for the State of Connecticut Department of Children and Families Youth Service Bureau Grant Program in the amount of \$26,001.



# TOWN OF GRANBY

## MEMORANDUM

DATE: May 1, 2025

**TO:** The Granby Board of Selectmen  
**FROM:** Kimi Cheng, Director of Finance  
**REGARDING:** Consideration of FY25 Capital Equipment Loans

### **Background**

The Fiscal Year 2024-25 Adopted Budget includes approval for the loan purchase of a 10-wheel dump truck, 6-wheel dump truck, park mower, and hydraulic equipment for the Town and a facilities van, a school bus, and technology equipment for the Board of Education in the Capital Equipment/Improvement Fund.

With a capital equipment loan program, the Town can spread purchase costs over several years. The Board of Finance recommends this practice. Due to the high interest rate set by the Federal Reserve, we received a significant increase in interest rates offered by the three banks. For a four-and-one-half-year loan agreement, Liberty Bank offers an interest rate of 5.63%, Westfield Bank offers an interest rate of 6.85%, and TD Bank offers an interest rate of 5.00% (good thru 5/5/25 at 3 pm).

	Liberty Bank		Westfield Bank		TD Bank	
	Interest Rate	Estimated Interest	Interest Rate	Estimated Interest	Interest Rate	Estimated Interest
\$438,000 (4.5-year term)	5.63%	\$ 64,849.60	6.85%	\$ 79,454.22	5.00%	\$ 56,551.06
Closing Cost		\$ 250.00		\$ -		
Total Interest		<u>\$ 65,099.60</u>		<u>\$ 79,454.22</u>		<u>\$ 56,551.06</u>

Another option is an interfund loan, which is cash borrowed from one fund by another fund and is treated as a balance sheet transaction only. In this case, the Capital Equipment/Improvement Fund would borrow cash from the General Fund. The Capital Equipment/Improvement Fund would be required to repay the General Fund the principal and interest yearly until the loans are paid off, the same as loans from the bank. The interest rate for the interfund loan is recommended to be set at a 4.75% fixed rate (close to the STIF interest rate), which estimates to be \$53,639.08 in interest. We did utilize this option for FY23 and FY24 loans.

Note that using interfund loan have two financial impacts. The first one is that the Town won't receive loan proceed from a bank as budgeted. In other words, we will have a short fall in revenue to offset the actual spent in capital purchases in the Capital Equipment/Improvement Fund, which may result in a negative fund balance at the year-end. The second one is the opportunity cost in STIF interest earning. The below table illustrates the estimated potential loss (\$69k) in STIF interest earning for four years with a decrease in interest rate every year.

	<u>Principal</u>	<u>Interest Rate</u>	<u>Interest Earned</u>
	\$ 438,000.00		
After 1st yr	\$ 457,710.00	4.50%	\$ 19,710.00
2nd yr	\$ 476,018.40	4%	\$ 18,308.40
3rd yr	\$ 492,679.04	3.50%	\$ 16,660.64
4th yr	\$ 507,459.41	3%	\$ 14,780.37
			<u>\$ 69,459.41</u>

### **Next Steps**

Staff is recommending moving forward with the TD Bank for the FY25 capital lease purchases because of the potential earning from STIF is estimated to be more than the total loan interest offered by the TD Bank. A resolution by the Board of Selectmen to initiate this year's lease agreement is as follows:

### **PROPOSED RESOLUTION:**

A RESOLUTION OF THE BOARD OF SELECTMEN AUTHORIZING THE EXECUTION AND DELIVERY OF A LEASE PURCHASE AGREEMENT WITH RESPECT TO THE ACQUISITION, PURCHASE, FINANCING AND LEASING OF CERTAIN EQUIPMENT; AUTHORIZING THE EXECUTION AND DELIVERY OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AND AUTHORIZING ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION

**WHEREAS**, the Town of Granby is entering into Equipment Lease/Purchase Agreements ("Lease Agreement") and/or Loan Agreements in an amount up to \$438,000 for four and one-half years with the TD Bank;

**NOW THEREFORE BE IT RESOLVED**, that these Agreements are hereby approved and that the action of the official of the Town of Granby in signing these Agreements on behalf of it be, and is hereby, ratified, confirmed, and approved; and

**BE IT FURTHER RESOLVED**, that the Town Manager of the Town of Granby, be, and is hereby authorized, empowered, and directed to sign on its behalf the Agreements and any addenda, schedules, notes, loans, and security agreement, UCC financing statements, disbursement authorization, statement of essential use, or other instruments issued under the provisions of the Agreements, and any other instruments or documents which may be necessary or expedient in connection with agreements upon or in fulfillment of the provisions of the Agreements.

**From:**

Vincent Locicero  
VP, Regional Manager  
(856) 433-2265  
Vincent.Locicero@td.com

Equipment  
financing  
that works.



Turn to TD Equipment Finance for solutions that fit your needs.

Count on the professionals at TD Equipment Finance to deliver the creative financing solutions you need, along with the highly personal service you demand.

**Financing Proposal For:**

Kimi Cheng  
Town of Granby  
15 N. Granby Road  
Granby, CT 06035

5/1/2025

Kimi Cheng  
Town of Granby  
15 N. Granby Road  
Granby, CT 06035

Dear Kimi,

TD Equipment Finance, Inc. ("TDEF") is pleased to present the following Proposal for your consideration. The structure of the transaction is outlined in the attached Proposal Exhibit which also sets forth certain terms and conditions. **PLEASE NOTE THIS PROPOSAL IS SUBJECT TO CREDIT REVIEW AND UNDERWRITING IN ACCORDANCE WITH TDEF'S INTERNAL CREDIT POLICY. NOTHING IN THIS PROPOSAL SHALL BE CONSTRUED AS A COMMITMENT TO LEND.** TDEF looks forward to doing business with you and hopes you find the attached Proposal acceptable. If so, please sign and date the enclosed signature page and return it to us by May 5, 2025.

Sincerely,

*Vincent Locicero*

VP, Regional Manager  
TD Equipment Finance, Inc.



**Proposal Exhibit**

<b>Lessor:</b>	TD Equipment Finance, Inc., its successors and assigns
<b>Lessee:</b>	Town of Granby a state or a political subdivision thereof.
<b>Equipment:</b>	Various Essential Use Equipment: Expected to be a Facilities Vehicle, 2025 Freightliner 6-wheel dump truck, and BOE Technology equipment.
<b>Maximum Purchase Price:</b>	\$438,000
<b>Commencement Date:</b>	<p>Subject to the terms and conditions of the Lease, the Lease shall commence upon the earlier of (a) Lessee's acceptance of the Equipment and (b) Lessor's deposit of the Purchase Price for the Lease in an escrow fund or similar fund as provided in the Lease, but in no event later than 6/13/2025</p> <p>Lease Term: See amortization schedule attached hereto and made a part hereof</p> <p>Payment Amount: See amortization schedule attached hereto and made a part hereof</p>
<b>Rental Payments:</b>	Payments Due: annual - see amortization schedule attached hereto and made a part hereof
<b>Prepayment:</b>	The Lease may be prepaid at any time in whole, but not in part, subject to a prepayment premium based on the greater of Yield Maintenance or 1% of the then- outstanding principal balance of the Lease.
<b>Taxable Interest Rate:</b>	5.00% - see amortization schedule attached hereto and made a part hereof
<b>Indexing:</b>	The Taxable Interest Rate quoted above based on Lessor's cost of funds and will be held until 6/30/2025. If the Commencement Date does not occur by 6/30/2025, the interest rate will be adjusted to reflect any change in Lessor's cost of funds. The interest rate and rental payments under the Lease will be fixed for the term of the Lease.
<b>Structure:</b>	<p>The Lease will constitute a "state or local bond" with the meaning of Section 103(a) of the Internal Revenue Code of 1986, as amended (the "Code").</p> <p>Lessee's obligations under the Lease will be subject to annual appropriation of funds by Lessee's governing body. Lessee shall use all reasonable and lawful means available to secure appropriations for each fiscal year during the term of the Lease sufficient to pay all Rental Payments coming due therein</p> <p>Lessor shall lease the Equipment to Lessee without representation or warranty on an AS IS BASIS. The Lease will be a "triple net lease" under</p>

which Lessee will be responsible for all expenses relating to the Equipment including, but not limited to, maintenance, insurance coverage (in an amount and in a form acceptable to Lessor), and all taxes (e.g. sales, use and personal property). Lessee shall bear all risk of loss, damage and liability to the Equipment.

At the end of the Lease term, upon payment of all amounts payable thereunder, Lessee may purchase the Equipment for \$1.00.

**Escrow Funding:**

The proceeds of the Lease will be deposited in an escrow account acceptable to Lessor, and disbursements made therefrom upon request by Lessee, pursuant to an escrow agreement in form and substance satisfactory to Lessor.

**Collateral Security:**

To the extent permitted by applicable law, Lessee's obligations under the Lease will be secured by a first priority security interest on the Equipment and, if applicable, the escrow fund. Titles to the Equipment, if any, shall list Lessee as the owner and Lessor as lienholder.

**Tax Status:**

The Lease will not be a qualified tax exempt obligation under Section 265 (b)(3) of the Code. The interest portion of the rental payments under the Lease will be excludable from the gross income of Lessor for federal income taxation purposes. Upon a determination that the interest component of the rental payments under the Lease is includable in gross income of Lessor for federal income tax purposes, the interest rate on the Lease will increase to a rate sufficient to restore Lessor to its after-tax yield from and after the date such interest became includable in Lessor's gross income, and taking into account all penalties, fines, interest and additions to tax.

**Legal Opinions:**

Lessee's counsel shall deliver an opinion to Lessor at closing in form and substance satisfactory to Lessor which shall address, among other things, Lessee's authority to enter in to Lease and the enforceability of the Lease.

**Costs & Expenses:**

None

**Documentation:**

The documentation for the Lease will contain covenants, representations and warranties usual and customary for transactions of this type and others appropriate to the transaction. All documentation to be executed in connection herewith shall be in satisfactory form and substance to Lessor. Lessor shall verify the Equipment specifications including, but not limited to, model number, number of units, installation costs, year of manufacturing

and maintenance contracts; and approve the final Equipment configuration, and acceptance of the financing.

**LESSOR'S PROPOSAL/FINANCIAL INFORMATION:**

This Proposal is subject to final credit review and approval, and not, nor should it be construed as, a commitment by Lessor or any affiliate to enter into the proposed Lease transaction. In order to complete its credit due diligence, Lessee shall furnish Lessor with the following:

- Three years most current audited annual financial statements, and shall be furnished annually thereafter, if not otherwise published on Lessee's website
- Copy of meeting minutes
- Copy of budget
- Statement of essential use
- Other supporting data as may be requested

**AUTHORIZATION:** Lessee acknowledges and agrees that Lessor may furnish all Lessee-presented information, financials, analysis, and related credit and review materials to its employees, counsel and agents, as well as its participants and/or assigns. Lessee authorizes Lessor to contact TD Bank, N.A. and other references of Lessee, and to order any and all credit checks and investigative reports, all as Lessor deems necessary in connection with the evaluation of the transaction.

**GENERAL:**

TD Equipment Finance, Inc. complies with Section 326 of the USA Patriot Act. This Act mandates that we verify certain information about Lessee while processing any Lease request.

**EXPIRATION:**

This Lease Proposal shall expire, if not accepted by a qualified official by 3:00 pm, on May 5, 2025.

Town of Granby

By: \_\_\_\_\_

Print Name:

Title:

Date:

## Amortization:

	Starting		Debt			Ending
Date	Balance	Takedowns	Service	Interest	Principal	Balance
6/13/2025	\$ -	\$ 438,000.00	\$ -	\$ -	\$ -	\$ 438,000.00
12/13/2025	\$ 438,000.00	\$ -	\$ 54,950.12	\$ 10,950.00	\$ 44,000.12	\$ 393,999.88
6/13/2026	\$ 393,999.88	\$ -	\$ 54,950.12	\$ 9,850.00	\$ 45,100.12	\$ 348,899.76
12/13/2026	\$ 348,899.76	\$ -	\$ 54,950.12	\$ 8,722.49	\$ 46,227.62	\$ 302,672.14
6/13/2027	\$ 302,672.14	\$ -	\$ 54,950.12	\$ 7,566.80	\$ 47,383.31	\$ 255,288.82
12/13/2027	\$ 255,288.82	\$ -	\$ 54,950.12	\$ 6,382.22	\$ 48,567.90	\$ 206,720.93
6/13/2028	\$ 206,720.93	\$ -	\$ 54,950.12	\$ 5,168.02	\$ 49,782.09	\$ 156,938.83
12/13/2028	\$ 156,938.83	\$ -	\$ 54,950.12	\$ 3,923.47	\$ 51,026.65	\$ 105,912.18
6/13/2029	\$ 105,912.18	\$ -	\$ 54,950.12	\$ 2,647.80	\$ 52,302.31	\$ 53,609.87
12/13/2029	\$ 53,609.87	\$ -	\$ 54,950.12	\$ 1,340.25	\$ 53,609.87	\$ 0.00
Total		\$ 438,000.00	\$ 494,551.06	\$ 56,551.06	\$ 438,000.00	

### Essential Use/ Source of Funds Certificate

TD Equipment Finance, Inc.  
9000 Atrium Way,  
Mount Laurel, NJ 08054

Re: Lease/Purchase Agreement dated as of \_\_\_\_\_ between TD  
Equipment Finance, Inc. and the \_\_\_\_\_ dated \_\_\_\_\_

This certificate confirms and affirms that the Equipment described in the Agreement referenced above is essential to the functions of Lessee or to the services Lessee provides its citizens. Further, Lessee has an immediate need for, and expects to make immediate use of, substantially all such Equipment, which need is not temporary or expected to diminish in the foreseeable future. Such Equipment will be used by Lessee only for the purpose of performing one or more of Lessee's governmental functions consistent with the permissible scope of its authority.

Lessee affirms that sufficient funds to make Rental Payments due under the Lease are available for the current fiscal year. Lessee will make every effort as required under this Agreement to ensure that adequate funds will be available for all future payments or rent due after the current budgetary period.

Lessee

By: \_\_\_\_\_

Name:

Title:




# TOWN OF GRANBY

## MEMORANDUM

DATE: April 30, 2025

**TO:** The Granby Board of Selectmen

**FROM:** Mike Walsh, Granby Town Manager 

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

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

### Town Manager's Office

- Attending the standing meeting with 7-Summits/New Samaritan for Kearns Housing
- FY26 Budget – Public Hearing, BOF to set the budget and mill rate, the budget vote
- Participated in standing meetings with the 1<sup>st</sup> Selectman, BOE, director's, staff, etc....
- Extended the Paine's Refuse Collection Contract for 5 more years at favorable terms
- Met with CNG and heard no infrastructure work to expand gas use will occur in town
- Met at the Public Works Garage to review the 10-Year CIP document with Kirk
- Lower Farmington River and Salmon Brook Wild & Scenic may have a kiosk for Granby
- The Library held a fire drill under the watchful eye of Fire Marshal Brian Long
- Attended via remote, the monthly CRCOG Policy Board Meeting
- Planning with the GPD and American Legion for the Memorial Day Parade continued
- Met in person with some members of the Conservation Commission
- The Meadow Burn may occur on Saturday May 10. Sunday May 11 is the rain date

### Finance, Tax Office, Assessors Office

- Evaluated eShopping module for I-Vision software
- Continued Global Search software and processing configuration
- Completed BOE ledger reconciliation as of March 2025
- PO was scheduled to be closed on 4/17/25 but was pushed back to 4/28/2025
- Interviewed with a UV graduate, who is a Granby resident, on public finance
- Updated Fox fund trustees document
- Filed and submitted ARPA grant report as of 3/31/2025 to the US Treasury
- Worked with BOE and managers to finalized lease amount/interest quotes
- Assisted department managers to arrange payment for conference and filed cert-112
- Reached out to OPEB custodian for the new OPEB claim procedure
- Submitted Personnel rules revisions to HR
- Assisted in setting up in-person employee benefit meeting with MissionSquare
- Repriced All Motor Vehicles for the 2024 Grand List according to HB 7067 which resulted in an additional \$11,861,400 increase for the 2024 Motor Vehicle Grand List
- Reapply All the Motor Vehicle Exemptions for the 2024 Grand List (HB 7067)
- Accepting and verifying all State and Local Elderly Applications and Income for benefits for State Compliance.

- Working with the Board of Assessment to ensure compliance, proper filing, legal notices, and adherence to the new HB 7067, extending the Board of Assessment Appeals duties and dates in to April.

### **Community Development**

- The Emergency Management Director, along with several CERT members, attended the volunteer fair on April 26<sup>th</sup> to provide information and materials about the CERT program and to recruit additional members. Residents interested in volunteering can visit the webpage for more information <https://www.granby-ct.gov/194/Community-Emergency-Response-Team-CERT-P>.
- The Building Official consulted with the Department of Public Works to draft a preliminary design for a sidewalk and ramp to the bandshell at Salmon Brook Park. An invitation to bid is being developed, which will be issued soon.
- The Fire Marshal purchased additional smoke alarms as part of the Community Risk Reduction program, which provides free replacement of battery-operated alarms for one- and two-family dwellings. If residents are in need of smoke alarms, please contact the Fire Marshal's Office. See the Fire Marshal's webpage for more information <https://www.granby-ct.gov/DocumentCenter/View/1997/Smoke-Alarm-Program-22021-PDF>.
- Proposals were received in response to an RFP that was issued for housing rehabilitation services. A&E Services was awarded the contract. The services are funded through Housing Rehab loan repayments.
- The Planning and Zoning Commission will be discussing the 2026 Plan of Conservation and Development update at their May meeting. Specifically, the Commission will be considering composition of a possible subcommittee to lead the plan update.

### **Information Technology**

- Replaced UPS in Town Hall data center which suffered damage from recent power surge and fluctuation issues coming from the street. Eversource has been notified
- Attended police department meeting regarding CISA and Homeland Security cybersecurity assessment
- Continue to work with GCTV to tweak video/broadcasting equipment at Senior Center
- Continue setup work and attendance of vendor / project meetings involved with Finance Department's Square 9 software project. (Paper to digital documents and workflow)
- Submitted PEGPETIA grant award compliance filings for additional microphones and studio equipment for GCTV. Draft grant decision states that Granby/GCTV will be awarded \$42,000
- Facilitating public safety fiber line repair to PD used for 911 services. Work has been partially completed. (State covers costs of repair)
- Continued updating virtualization software on all town servers and building additional redundancies into the network and systems
- Scheduled electrical installation for Library security cameras
- Working with DPW to increase security camera coverage at the Transfer Station

### **Police Department**

#### **Human Resources, Training and Community Outreach, Projects**

- Continuing to have one officer on light duty from a work-related injury, is listed to be out of patrol for 5 months due to surgery.
- An officer is on light duty from a non-work-related injury, should return in 4 weeks.
- Officer received an injury at training, assigned to light duty for two weeks. Officer returned to duty on 4/7/25.
- Granby Officers have been working with the B.E.A.R. Transition Academy and working with a student volunteering at the Police Department

- Officers Abalan and Walzak worked the Drug Take Back event and received 115.9 pounds of unneeded medication.
- Sergeant Joseph is attending the prestigious Criminal Procedure Academy
- Installation of the High-Density Evidence Storage units is completed.

#### **Crime/Noteworthy Items**

- An increase of Fraud/Scams complaints have increased for the month.
- Two motorcycles (dirt bikes) were stolen from a locked shed.
- Vape Shop was burglarized, suspect identified and juvenile arrested.
- Elderly female was scammed out of almost 100K, investigation ongoing.
- Numerous accidents reported due to late season snow.
- Granby High School seniors playing "Water Wars" has generated calls for service.
- Officer Dufresne interviewed and obtained a confession from a female who was committing larcenies throughout town.
- Juvenile was transported to the hospital due to cocaine use

#### **Public Works**

- Mowing, overseeding, fertilizing, water and irrigation startups.
- We are currently working on finding a water leak at SBP.
- Tree trimming / removal with an outside contractor.
- Started cut and patch program on several roads.
- Peck Orchard Road patching program completed.
- Phase 2 of the sewer study review continues.
- Meeting for the design for the dispatch area prior to going out to bid.
- Doherty Road Bridge, replacement approved. Will be submitting updated time lines and what ever the state requires.

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

- The President's FY 2026 HHS (Health and Human Services) budget draft was reviewed last week and it shows the Administration's intent to impact OAA (Older Americans Act) and send them to two different agencies (CMS: Centers for Medicare & Medicaid Services and ACF: Administration for Children and Families) in the wake of its HHS reorganization. The budget also calls for zeroing out several key OAA and other aging programs as follows:
  1. Transportation Services, funding from CT DOT Municipal Grant Program – Granby has nearly 200 registered van riders (\$29,000)
  2. Elderly Nutrition Program, OAA funding - Granby Community Café on Tuesdays and Thursdays (Impact TBD)
  3. CHOICES Program, OAA funding - provides in-depth and unbiased one-on-one insurance counseling and education to Medicare beneficiaries, their families, and their caregivers (Impact TBD)
  4. LIHEAP (Low Income Home Energy Assistance Program) – Granby processed 63 application for elderly residents this season (\$70,000)
- A successful Tulip Dinner celebrating Spring with a catered meal, entertainment, and service provided by the Flying Yankees based at Bradley.
- *Exercising Your Brain: Never Too Late* was presented at the Senior Center by University of Hartford experts who explored the link between mental health and exercise.
- The Parks & Rec Annual Easter Egg Hunt had to be cancelled due to snow, however, through good community relations work, arrangements were made with Valley Brook Community Church to direct registered participants to their event.



### Registrars

- The annual referendum on April 21 went smoothly. 1,145 Granby voters participated (13% of total registered, no out-of-town property owners). Both motions – approval of the annual budget and the Doherty Bridge Bonding Question - passed. Thank you again to all of our wonderful volunteers! All 1,145 voters were entered into the State Centralized Voter Registration System (CVRS).
- Ten new voting tabulators and boxes were delivered April 7, along with a dedicated standalone computer and printer to be used to consolidate and report results. They were tested prior to delivery by both the manufacturer (ESS) and the State. While we will use the new equipment for November's municipal election (and a primary this year if needed), we do not anticipate using the new system - which is intentionally isolated from external networks - to report results to the State until 2026.
- We will continue to store and maintain 3 of the old machines for future referendums or other Yes/No ballots, assuming Adkins printing can still provide us with paper stock for those votes. This saves us money by reusing memory chips we already own. Storage of all this is a challenge.
- Four people from our staff attended a seven-hour training session for the new equipment and software on April 3 in Farmington.
- Implementation of the new statewide computerized voter registration system ("Total Vote") has been delayed. The training class for May 2 will be rescheduled, possibly to late May. The expected start date for Total Vote has been moved to July.

### Election reform update: The Presidential Executive Order (EO) of 3/25 and the "SAVE Act"

- **Proof of citizenship requirements, including requiring in-person verification of voter eligibility** - A US District Court has put this on hold pending further court action. The Granby registrars are still coordinating voter registrations with online systems (eg, the CT DMV), and potential registrants can still initiate the process themselves without appearing in person.
- **Federal funding** - Typically Presidential EOs are not "law" per se, but States that do not comply can have election-related Federal funding reduced or withheld. The extent of requirements in the EO that would have to be met to allow such funding to continue is currently being challenged in court.
- **Congress is considering a law (the "SAVE Act")** that, while only explicitly affecting federal elections, will impact how prospective voters get registered and preempt state voter registration processes. In its current form, the SAVE Act would require everyone registering to vote to provide a document verifying their citizenship. As of April 21, it has passed the House but was not yet being considered in the Senate. The current bill has no provision for additional funding and no grace period for implementation if passed.
- Court challenges, personnel changes in the Federal Election Assistance Commission, and limited legal guidance from the State mean the impacts on Granby from these reforms will not be known for a while.

### Human Resources

- Secured Colonial Life as a vendor to offer supplemental benefits and insurances to staff. Open enrollment scheduled for mid-May.

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