

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

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Or dial in: +1 (929) 205-6099

Meeting ID: 827 3987 0884

Passcode: 040367

TOWN OF GRANBY · BOARD OF SELECTMEN

Regular Meeting

Monday, May 19, 2025 – 7 p.m. Town Hall Community Meeting Room

AGENDA

1. Pledge Of Allegiance

2. Minutes

2.I. Approval Of Special Town Meeting Minutes - April 7, 2025

Documents:

[BOSSPECIALTOWNMTGMINUTES040725MINUTES.PDF](#)

2.II. Approval Of Granby Water Pollution Control Authority Public Hearing Minutes

Documents:

[GWPCAPH0505MINUTES.PDF](#)

2.II.i. Approval Of Board Of Selectmen Regular Meeting Minutes - May 5, 2025

Documents:

[BOSREGULARMEETINGMINUTES050525.PDF](#)

3. Appointments

4. Communications

4.I. Communication - Neighborhood Assistance Act

Documents:

[COMMUNICATION-NEIGHBORHOODASSISTANCEACT.PDF](#)

4.II. Government Finance Officers Association Award - 2024 Audit

Documents:

[GOVERNMENTFINANCEOFFICERSASSOCIATIONAWARD-2024AUDIT.PDF](#)

4.III. Friends Of Holcomb Farm Annual Report Presentation

Documents:

5. Old Business

5.I. None

6. Business

6.I. Holcomb Farm/United Methodist Church Reuse - Business Plan Presentation

Documents:

[87SIMSBURYROADFRIENDSOFHOLCOMBFARMBUSINESSPLAN.PDF](#)

6.II. Kearns Senior Housing Development Progress Presentation

Documents:

[THEDEVELOPMENTOFKEARNSSCHOOLHOUSING-ANUPDATE.PDF](#)

6.III. 10-Year And Beyond Town And BOE Capital Plan Approval

Documents:

[TOWNOFGANBYANDBOE10YEARCAPITALPLANAPPROVAL.PDF](#)

6.IV. Fire Marshall Camera Grant Receipt With Corresponding Budget Amendment

Documents:

[APPROVALOFFIREMARSHALLCAMERAGRANTANDRELATEDSPENDING.PDF](#)

6.V. Local Community Grant To Benefit Community Services

Documents:

[APPROVALOFCOMMUNITYFUND,INC.GRANTAPPLICATIONANDSPENDING.PDF](#)

6.VI. Ordinance Change - Elderly Tax Benefit Filing Period - To Biannually

Documents:

[ELDERLYANDDISABLEDPERSONSEXEMPTIONFILINGCHANGE
TOBIANNUALLY.PDF](#)

6.VII. Tax Suspense List

Documents:

[SUSPENSELISTTRANSFER-JUNE 30, 2025.PDF](#)

6.VIII. Permission To Serve Alcohol At A Town Facility

Documents:

[RESERVATIONSPECIALREQUEST-ALCOHOLPERMIT.PDF](#)

7. Town Manager Report

Documents:

[TOWNMANAGERSREPORTFORTHEMAY19, 2025BOSMEETING.PDF](#)

8. First Selectman Report

9. Selectmen Reports

10. Public Session

11. Executive Session

12. Adjournment

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, June 2, 2025 in the Town Hall Meeting Room.

**TOWN OF GRANBY
SPECIAL TOWN MEETING
MINUTES
April 7, 2025**

2025 APR 17 P 6:14

PRESENT: Mark C. Neumann, Selectman Vice-Chairman, John E. Adams, Town Moderator

RECEIVED
TOWN CLERK
GRANBY, CT

ABSENT: Mark H. Fiorentino, First Selectman; Margaret Q. Chapple, Frederick A. Moffa, and Kelly O. Rome.

ALSO PRESENT: Mike Walsh, Town Manager, Kirk A. Severance, Public Works Director, and Jen Espinal, Town Clerk.

PROCEDURE

Town Meeting Moderator, John E. Adams called the Special Town Meeting to order at 6:00 p.m. in the Granby Senior Center & Youth Services Building, Community Room, 15 North Granby Road, Granby Connecticut.

Pursuant to the Town of Granby Charter Sec. 11-3 (c) the Special Town Meeting was called to received citizens input and solicit feedback to amend Resolution authorizing an appropriation and bond authorization to the Doherty Road Bridge.

The Town Moderator indicated that no vote would take place during the meeting, but rather the meeting would recess until the Referendum Vote which will be conducted at Granby Town Hall Meeting Room, 15 North Granby Road, Granby, CT 06035, during the hours between 8:00 p.m. and 8:00 p.m. on April 21, 2025.

PURPOSE

The Special Town Meeting is to allow all electors and persons qualified to vote in town meetings of the Town of Granby, Connecticut (the "Town"), the opportunity to discuss but not to vote upon, an amendment to 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 "Amendment").

A Bond Question will appear on the 2025 Budget Referendum Ballot for a "yes" or "no" vote on the following question:

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 vote will be conducted at Granby Town Hall Meeting Room, 15 North Granby Road, Granby, CT 06035, during the hours between 8:00 p.m. and 8:00 p.m. on April 21, 2025.

1. CALL TO ORDER

Town Meeting Moderator, John E. Adams, waived the Legal Call for the Town Meeting, and noted that a copy of the Resolution was available during the meeting, and that it was filed with the Town Clerk's office.

The Warning and Legal Notice, were properly noticed in the newspaper on April 3, 2025.

TOWN OF GRANBY BOARD OF SELECTMEN BOND RESOLUTIONS

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 3, 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 of the Surplus for 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 8:00 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 a municipal attorney, to prepare and print a 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.

2. PUBLIC SESSION

No written comments were received.

Two residents, and two members of a board were present, interested in listening to the Resolution and proposals.

Public Works Director, Kirk Severance asked if anyone had questions, or if they would like to see photos of the proposal, none were presented.

Mr. Severance gave a timeline of the engineering, construction, and process of acquiring quotes, and expected cost to do the work.

Mike Walsh, Town Manager gave remarks on the Bond and how the funds are allocated.

3. ADJOURNMENT

There being no more business, the Town Moderator, John E. Adams recessed the Special Town Meeting at 6:25 p.m. to be voted on the FY 2025-2026 Budget Referendum Ballot on Monday, April

21, 2025. Resolution shall, if approved by a majority voting thereon, become effective without adoption at a Town Meeting.

Absentee Ballots are available for in-person pick-up from the Town Clerk's Office during regular business hours Monday- Wednesday 8:00 a.m. to 4:00 p.m., Thursdays 8:00 a.m. to 6:00 p.m. and Fridays 8:00 a.m. to 12:30 p.m. until the close of business on Thursday, April 17, 2025, 6:00 p.m.

Respectfully submitted & attested,



Jen Espinal

Town Clerk

Received for Record April 17, 2025, at 6:14 PM
By JEN ESPINAL, Town Clerk

TOWN OF GRANBY GRANBY WATER POLLUTION CONTROL AUTHORITY

PUBLIC HEARING

MINUTES

May 5, 2025

2025 MAY 9 12:01
RECEIVED
TOWN CLERK
GRANBY, CT

PRESENT: Mark H. Fiorentino, First Selectman; Mark C. Neumann, Vice-Chairman; Margaret Q. Chapple, Frederick A. Moffa, Kelly O. Rome (Remote Via Zoom).

ABSENT:

ALSO PRESENT: Mike Walsh, Town Manager, Jen Espinal, Town Clerk.

At 6:47 p.m. First Selectman Mark Fiorentino called to order the Granby Water Pollution Control Authority Public Hearing for the Town of Granby, in the Town Hall Meeting Room.

PROCEDURE OF PUBLIC HEARING

Pursuant to the Town of Granby Charter Sec. 11-2 and CGS, Town Meetings shall be called by the Board of Selectmen by the terms of this Charter and in the manner provided by the General Statutes.

PURPOSE

The purpose of the Public Hearing is to consider setting the annual rates for sewer charges for members of the community who are served by the sewer system. The meeting requires special notice, which have been reviewed.

1. CALL TO ORDER

First Selectman Mark Fiorentino requested a motion to waive the Legal Call to read the Legal Notice, which was properly noticed in the newspaper on April 25th.

ON A MOTION by F. Moffa, seconded by M. Neumann, the Board voted (5-0-0) to waive the Legal Call to read the full Legal Notice.

2. PUBLIC SESSION

No written comments were received, and no other public comments were given.

Selectman, K. Rome asked how the Granby rates compared to Simsbury rates.

Town Manager, Mike Walsh, answered that Simsbury rates are lower than Granby. All towns are not created equal due to infrastructure, based on population size, the portion of sewage Simsbury treats for Granby, based on how debt is issued, when the debt is issued, and how much debt is issued, and the portions going to Simsbury operations, versus Granby operations, in this case, Simsbury is lower. Granby has a healthy fund balance, and the special fund must go to the expansion of the sewer system. A study was conducted using ARPA funds, to review rules and regulations on how to implement fees. There are two more stations 280, and then Granby is out of capacity. All towns are not created equally, and Simsbury treats Granby sewage, and the rates charge are to support the system in Granby.

Funds can be used for other things like upgrade and maintenance, towards sewer usage.

3. PROPOSED MOTION/RESOLUTION

Selectman, M. Chapple read the Resolution as follows:

Be it resolved, that the Granby Water Pollution Control Authority (GWPCA) approves setting the 2025-2026 sewer rates for residential users at the minimum of \$257 per unit up to 60,000 gallons per year and for the commercial/industrials users at a minimum of \$360 per unit up to 110,000 gallons per year.

For all gallon usage (residential and commercial/industrials) above the minimum, \$.0065 per gallon will be charged. For unmetered residential properties, a 50% surcharge will be applied, which is \$385.50 per unit. All commercial properties must have a water or sewer meter, or a use analysis performed by the Town's engineer.

ON A MOTION by M. Chapple, seconded by M. Neumann, the Board voted (5-0-0) to approve the Resolution to adopt setting the Granby Water Pollution Control Authority (GWPCA) 2025-2026 sewer rates.

4. ADJOURNMENT

ON A MOTION by F. Moffa, seconded by M. Neumann the Board voted (5-0-0) to adjourn the Public Hearing for setting the Granby Water Pollution Control Authority (GWPCA) 2025-2026 sewer rates at 6:56 p.m.

Respectfully submitted & attested,



Jen Espinal
Town Clerk

Received for Record May 9, 2025, at 12:04 PM
By JEN ESPINAL, Town Clerk

TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR BOARD OF SELECTMEN MEETING
MINUTES
May 5, 2025

2025 MAY 15 P 2:28

RECEIVED
TOWN CLERK
GRANBY, CT

PRESENT: Mark H. Fiorentino, First Selectman; Mark C. Neumann, Vice-Chairman; Margaret Q. Chapple, Frederick A. Moffa, Kelly O. Rome (Remote Via Zoom), Ben Lavigne, and Zainab Zafar, Student Liaisons

ABSENT:

ALSO PRESENT: Mike Walsh, Town Manager, Kimi Cheng, Director of Finance, Jen Espinal, Town Clerk.

CALL TO ORDER

At 7:00 p.m. First Selectman Mark Fiorentino called the Regular Meeting of the Town of Granby Board of Selectmen to order in the Town Hall Meeting Room.

1. PLEDGE OF ALLEGIANCE

PROCLAMATION

First Selectman, Mark Fiorentino, by Proclamation recognized Ben Lavigne, Student Liaison, for his service to the Board of Selectmen for the past two years. Ben has provided updates on current events at the High School and has been a voice on town issues. Ben exemplifies The Granby Spirit of volunteerism through his work at food pantries, local hiking trails, and mentoring young tennis players at camp each summer. Mr. Lavigne has numerous academic achievements worth noting, such as the Yale Model United Nations Award, The AAL Seal of Biliteracy in Spanish, and the Core Values Award for World Languages, as a shortened version of Ben's accomplishments. Ben is also recognized as a leader of the Granby Memorial High School Class of 2025 through his services as Secretary of the Senior Class and VP of the DECA which carried over to his athletics in all four years of his High School career. Ben played soccer, indoor track, and tennis leading all three teams as Captain in his Senior year. Additionally, to balancing his academics, Ben has also worked as a Certified US Soccer referee and started his own landscaping business.

Ben shared that he will be attending McGill, in Montreal, Canada under the faculty of Arts. He plans to focus on a degree in Psychology. Ben also described his career in the landscaping business, which included various services.

Members of the Board thanked Ben for his years of service and express their fondness for Ben's accomplishments.

2. MINUTES

2.1. Approval Of Board of Selectmen Budget Workshop Minutes - March 6, 2025

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted (5-0-0) to approve the Budget Workshop Minutes of March 6, 2025, as presented.

2.2. Approval Of Board of Selectmen Budget Workshop Minutes - March 10, 2025

ON A MOTION by M. Chapple, seconded by F. Moffa, the Board voted (5-0-0) to approve the Budget Workshop Minutes of March 10, 2025, as presented.

2.3. Approval Of Board of Selectmen Budget Workshop Minutes - March 13, 2025

ON A MOTION by F. Moffa, seconded by M. Chapple the Board voted (5-0-0) to approve the Budget Workshop Minutes of March 13, 2025, as presented.

2.4. Approval Of Board of Selectmen Budget Workshop Meeting Minutes - March 17, 2025

Minutes for the Budget Workshop Meeting on March 17, 2025, were approved during the April 21, 2025, NO MOTION or VOTE is required.

2.5. Approval Of Board of Selectmen Regular Meeting Minutes - April 21, 2025

ON A MOTION by M. Neumann, seconded by M. Chapple, the Board voted (5-0-0) to approve the Board of Selectmen Regular Meeting Minutes for April 21, 2025, as presented.

3. APPOINTMENTS

There were no appointments presented.

4. COMMUNICATION

None presented

5. OLD BUSINESS

First Selectman, Mark Fiorentino will address the questions received as communications on the Barn Door Hills later, during the First Selectman's Report.

6. NEW BUSINESS

6.1. Approval of Application Submittal for DCF YS Bureau Grant

Town Manager, Mike Walsh, gave a summary of the application process and grant.

ON A MOTION by M. Chapple, seconded by F. Moffa, the Board voted (5-0-0) to approve the motion for Town Manager, Mike Walsh to continue with the application for the DCF YS Bureau Grant, as presented.

6.2. Consideration Of FY25 Capital Equipment Loans

First Selectman, Mark Fiorentino, noted that there is a minor revision to the memo, and that it will be updated as well as the website, substantially the same.

Town Manager, Mike Walsh, provided an explanation on the Capital Equipment Loans.

Kimi, Finance Director secured quotes for capital equipment with three banks, and explained the difference between interfund loan, a Capital Equipment Loan, and STIF.

ON A MOTION by M. Neumann, seconded by F. Moffa, the Board voted (5-0-0) to waive the reading of the Resolution, with a MOTION to adopt the Resolution to initiate this year's lease agreement 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.

7. TOWN MANAGER REPORT

Town Manager, Mike Walsh, being that it is the first meeting of the month, gave a consolidated overview of departmental activities. Full detailed report is available as part of the Board of Selectmen packet.

Opportunity for questions, none were presented.

8. FIRST SELECTMAN REPORT

First Selectman, Mark Fiorentino gave a detailed presentation on the issue at 16 Barn Door Hills Road.

9. SELECTMAN REPORTS

Vice-Chairman, M. Neumann gave an update on Granby America 250 Commission. The first organizational meeting with the first four members was held last Wednesday and they will meet monthly on the third Wednesday of each month. Agendas will be posted, and meeting minutes will be done.

Zainab Zafar, Student Liaison shared that AP exams started for the next two weeks. Softball had a game, awaiting results. Golf was also scheduled. The robotics team also demonstrated their robot, described as an insightful experience. This week is Teachers' Appreciation week, the YES Club (Young Educators Society) helped by offering students the opportunity to write cards for teachers. Finally, the band chorus and drama are headed to Broadway on a trip this Saturday to watch a Broadway show and to enhance their music skills. Ms. Zafar reported that the sales on the reusable journal are going well, 89 sold out of the 100.

Ben Lavigne, Student Liaison reported that a foreign food fest was held by French Honor Society. The funds will be going towards scholarships. Granby Road Race was a success. Granby High School students volunteered and/or participated. Senior Water Wars has finished with Jake and Alec as winners. Prom is in two weeks, so all senior traditions are speeding up. Granby Trivia Night the Buzz Bros won, made up of 3 Granby seniors.

Ben thanked the Board of Selectmen for the opportunity to be on the Board. Mr. Fiorentino welcomed him to return to be one of the Selectman in the future.

10. PUBLIC SESSION

Celeste Johnson, 27 Barn Door Hills Road, expressed concerns with the farming products.

Stephanie Harper, 48 Barn Door Hills Road, thanked the Board for answering her questions. Ms. Harper has concerns with the signage and had concerns with the communication.

Danielle Johnston, 42 Barn Door Hills Road, raised concerns with the reporting and communication from the farmer.

Lee (Oleta) Shaw, 1 Barn Door Hills Road, expressed confusion on the DEEP process. Suggested soil testing before and after the season. Trash receptacles should be bear-proof canisters.

Mindy Deliso, 28 Barn Door Hills Road, has concerns with the numerous homes affected, signage on the property, and overnight vehicles left at the farm.

First Selectman, Mark Fiorentino addressed the concerns, accepts the invitation to walk the property later on this year.

Mike Walsh, Town Manager, noted that the farmer agreed to have a trail each day that will be moved at the end of the night. The trailer will have a wash station, a bathroom, and a trash receptacle.

First Selectman, Mark Fiorentino, encouraged the diligence in communication and reporting to continue, for the Board to take actions as necessary. Mr. Walsh, Town Manager recommended that if vehicles are there after hours, to report to dispatch.

11. EXECUTIVE SESSION

No items for Executive Session

12. ADJOURNMENT

ON A MOTION by M. Neumann, seconded by M. Chapple, the Board voted (5-0-0) to adjourn the Board of Selectmen meeting at 8:32p.m.

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, May 19, 2025, at 7:00 p.m. in the Town Hall Meeting Room.

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

Respectfully submitted & attested,


Jen Espinal
Town Clerk

Received for Record May 9, 2025, at 12:02 PM
By JEN ESPINAL, Town Clerk



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: Communication – Neighborhood Assistance Act

Please set aside a few minutes for a brief reintroduction to the State of Connecticut's Neighborhood Assistance Act.

I have attached explanatory materials which provide an overview for the community of this valuable program that if better promoted to our business community, could bring additional benefits to the Town of Granby.

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

Connecticut State Department of Revenue Services

[CT.gov Home](https://portal.ct.gov) <https://portal.ct.gov> [Department of Revenue Services](https://portal.ct.gov/drs) <https://portal.ct.gov/drs> Neighborhood Assistance Act Tax Credit Program

Neighborhood Assistance Act (NAA) Tax Credit Program

- [2025 Form NAA-01, Connecticut Neighborhood Assistance Act Program Proposal](#)
- [Overview of the Connecticut Neighborhood Assistance Act \(NAA\) Tax Credit Program](#)
- [Community Programs That Qualify for the NAA Tax Credit Program](#)
- [Limits on the Amount of Contributions That May Be Made or on the Amount of Tax Credit Available](#)
- [Carryforward and Carryback Limitations](#)
- [How to Apply](#)
- [Assignment and Transfer](#)
- [Claiming the Tax Credit](#)
- [The NAA Post Project Audit](#)

Overview of the Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program

The **Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program** is designed to provide funding for municipal and tax-exempt organizations by providing a corporate business tax credit for businesses who make cash contributions to these entities. The credit may be applied against the following taxes:

- Chapter 207 (Insurance Companies and Health Care Centers);
- Chapter 208 (Corporation Business);
- Chapter 209 (Air Carriers);
- Chapter 210 (Railroad Companies);
- Chapter 211 (Certified Competitive Video Service Companies);
- Chapter 211 (Community Antenna Television System Companies);
- Chapter 211 (Satellite Companies); and
- Chapter 212 (Utility Companies).

The community programs must be approved by both the municipality in which the programs are conducted and by the Connecticut Department of Revenue Services (DRS).

Community Programs That Qualify for the NAA Tax Credit Program

Listed below are examples of the types of programs that qualify for the NAA tax credit and the amount of the available credit.

A tax credit equal to 100% of the cash invested is available to [business firms](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>) that invest in [energy conservation projects](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>) and [comprehensive college access loan forgiveness programs](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>).

A tax credit equal to 60% of the cash invested is available to business firms that invest in programs that provide:

- [Neighborhood assistance](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>);
- [Job training](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>);
- [Education](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>);
- [Community services](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>);
- Crime prevention;
- Construction or rehabilitation of dwelling units for [families of low and moderate income](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>) in the state;
- Donation of money to an [open space acquisition fund](https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information) (<https://portal.ct.gov/drs/credit-programs/neighborhood-assistance/program-information/other-helpful-information>);

- Child care centers;
 - Child care services;
 - Employment and training programs directed at persons with physical disabilities;
 - Employment and training programs for unemployed workers who are 50 years of age or older;
 - Education and employment training programs for recipients in the temporary family assistance program;
 - Community-based alcoholism prevention or treatment; **or**
 - Any other program which serves a group of individuals where at least 75% of the individuals are at an income not exceeding 150% of the poverty level for the year immediately preceding the year during which the tax credit is to be granted.
-

Limits on the Amount of Contributions That May Be Made or on the Amount of Tax Credit Available

The NAA tax credit program has several statutory limits which must be observed, including the following:

- The total tax credits under the NAA tax credit program are limited to \$150,000 annually for each business firm. The tax credit for investments in child care centers may not exceed \$50,000 per income year for each business firm;
 - The minimum contribution on which a tax credit can be granted is \$250;
 - Any organization conducting a program or programs eligible to receive contributions under the NAA tax credit program is limited to receiving an aggregate of \$150,000 of funding for any program or programs for any fiscal year;
 - The cap on the total amount of credits that may be granted annually is \$5 million. If the proposals submitted to DRS claim credits in excess of the cap, such credits will be prorated among the approved organizations;
 - No business firm will receive both the NAA tax credit and the Housing Program Contribution tax credit for the same cash contribution; **and**
 - No business firm may claim the tax credit for investments in child care centers in an income year that the business firm claims the Human Capital Investment tax credit.
-

Carryforward and Carryback Limitations

No carryforward is allowed. Any tax credit that is not taken in the income year in which the investment was made may be carried back to the two immediately preceding income years (beginning with the earlier of the two years).

How to Apply

Organizations wishing to participate

Tax exempt entities and municipal agencies desiring to obtain benefits under the NAA Program must complete **Form NAA-01**, *Connecticut Neighborhood Assistance Act Program Proposal*, Parts I, II, and III and submit the form to the municipal agency overseeing the implementation of the proposal. Contact the municipality for deadline information. The overseeing municipal agency then completes Form NAA-01, Part IV and submits the form to DRS on or before July 1 of each year.

Prior to submitting Form NAA-01 to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs. Copies of the public hearing notice and minutes of the meeting approving the programs must be submitted electronically by the municipality to DRS with the approved program proposals. Each municipality may contact DRS by email at NAAPProgram@ct.gov (<mailto:NAAPProgram@ct.gov>) to receive instructions on how to process submissions through the MOVEit Secure File Transfer System. NAA submissions that are mailed, hand delivered, or emailed will not be accepted.

Businesses wishing to participate

Each business firm requesting a tax credit under the NAA Tax Credit Program must electronically submit **Form NAA-02**, *Connecticut Neighborhood Assistance Act (NAA) Business Application*, through the DRS website for each program it wishes to sponsor. Form NAA-02 will not be made available until September 15. The contribution must be cash and needs to be made in the corporation's income year that corresponds to the same year as the approved program.

Form NAA-02 must be electronically submitted to DRS on or after September 15 but not later than October 1 of each year. Submissions that are mailed, hand delivered, or emailed will not be accepted.

Assignment and Transfer

Insurance Companies and Health Care Centers: This credit may be assigned by an insurance company or health care center to an affiliate, provided the affiliate may only apply the assigned credit against its tax liability under Chapter 207 (Insurance Companies and Health Care Centers Taxes).

Claiming the Tax Credit

DRS issues an NAA program approval letter to business firms that make cash investments in qualified community programs. The letter indicates the tax credit amount that may be claimed on the applicable business tax return. The tax credit amount must also be entered on **Form CT-1120K, Business Tax Credit Summary**, and/or **Form CT-207K, Insurance/Health Care Tax Credit Schedule**.

The NAA Post-Project Audit

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date. All audits received by the municipality should be forwarded to DRS through the MOVEit Secure File Transfer System.

The post-project audit must include:

- Name of tax-exempt organization/municipal agency;
 - Federal Employer Identification Number;
 - NAA program year;
 - Program title;
 - Program completion date;
 - Period covered;
 - Date(s) NAA funding was received;
 - Total amount of NAA funding received;
 - Total amount of unused NAA funding;
 - Total program expenditures;
 - Direct operating expenses – itemized description & cost;
 - Administrative expenses – itemized description & cost; **and**
 - Name of certified public accounting firm that prepared the post-project audit.
-

Informational Publication 2015(13), *The Connecticut Neighborhood Assistance Act Tax Credit Program*, has been modified and superseded and may not be relied upon on or after the date of issuance of the information above.

TOWN OF GRANBY

MEMORANDUM

DATE: May 10, 2023

TO: Board of Selectmen

FROM: Sandra Yost

REGARDING: Consideration of Proposal for Neighborhood Assistance Act Tax Credit Program (NAA Program)

Background

The Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program is designed to provide funding for municipal and tax-exempt organizations by providing a corporation business tax credit for businesses who make cash contributions to these entities. Businesses can receive a credit of 60% of their approved contribution to certain programs (or 100% in the case of certain energy conservation programs) approved by the Department of Revenue Services.

Tax-exempt entities and municipal agencies desiring to obtain benefits submit paperwork to the town/city overseeing the implementation of the proposal. Each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs. Copies of the public hearing notice and minutes of the meeting approving the programs must be submitted by the municipality with the program proposals to the DRS on or before July 1 of each year.

Applications for the Neighborhood Assistance

Three (3) applications have been received from Holcomb Farm. The request is to continue energy efficient upgrades: mini splits for the farmhouse; wiring upgrades and new fans for the greenhouses to improve air flow; and Powerwall battery backup installation for greenhouses and irrigation system. The total request for the 3 projects is \$61,650.

Three (3) applications have been received from Stony Hill Village. The requests are to add HVAC to the Clubhouse, replace shower head fixtures for 49 units, and replace 1970's style water closets. The total request for three (3) projects is \$145,000.

One (1) application was received from Valley Pre-School to offer scholarships to encourage attendance to wider audience. The request for this application is \$7,750.

PROPOSED MOTION: To approve the seven program proposals received for the Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and direct staff to complete the application process on or before July 1.



TOWN OF GRANBY

MEMORANDUM

DATE: May 12, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

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

REGARDING: Government Finance Officers Association Award – 2024 Audit

By way of this memo, please see the attached letter from the Government Finance Officers Association. In brief, the letter notifies the Town of Granby that the 2024 Annual Comprehensive Financial Report was awarded the Certificate of Excellence in Financial Reporting.

This is the 19th straight year the Town has received the award and Finance Director Kimi Cheng is primarily responsible for the award.

The importance of integrity in financial reporting cannot be understated, so I would ask you to set aside a few minutes at the May 19, 2025 Board of Selectmen Meeting to discuss the award under Communications.

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



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

5/6/2025

Mike Walsh
Manager
Town of Granby, Connecticut

Dear Mike:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2024 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

5/6/2025

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Town of Granby** for its annual comprehensive financial report for the fiscal year ended June 30, 2024. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 25,000 members and the communities they serve.



TOWN OF GRANBY

MEMORANDUM

DATE: May 15, 2025

TO: The Granby Board of Selectmen
FROM: Mike Walsh, Town Manager 
REGARDING: Friends of Holcomb Farm Annual Report Presentation - 2024

Please set aside a few minutes at the May 19, 2025 Board of Selectmen Meeting in order to allow Jenny Emery and the Friends of Holcomb Farm to provide a brief presentation on the Annual Report for 2024 for Holcomb Farm.

A copy of the Annual Report is provided for your information.

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



FRIENDS OF HOLCOMB FARM

2024 ANNUAL REPORT

Friends of Holcomb Farm
 113 Simsbury Road
 West Granby, CT 06090
www.holcombfarm.org

President's Message

Dear Friends,

I learned long ago that successes should be celebrated. So, even as the next year is full upon us, I am grateful for this opportunity to pause and share with you a taste of what the Friends of Holcomb Farm accomplished in 2024.

Thanks to our volunteers, members, donors, partners, granting agencies, the Granby Land Trust, and of course the Town of Granby, we had a great year. You'll enjoy reading how Farmer Joe and his crew collaborated with Mother Nature to grow nutrient-dense, chemical-free produce; and how our Fresh Access program made sure not only that the bounty reached those in need, but that what was shared was much more than just "a bag of food." You'll see how the permanently preserved land we steward, and the trails and arboretum we have built and maintain, continue to evolve as the public's interest continues to grow. Perhaps most exciting has been a return to hosting events—from a mushroom log clinic to our first annual Holcomb Hoedown and a fabulous Harvest Dinner and Auction. Of course, we remain careful in our financial management and are developing a long-term plan to ensure future generations can sustain our mission: to preserve, promote, and utilize this authentic New England farm, for the benefit of the community.

On behalf of the board of directors of Friends of Holcomb Farm, thank you for being part of our journey. Please join us at the farm whenever you can!

With gratitude,



Jenny Emery
President

FRIENDS OF HOLCOMB FARM

Board of Directors

Jenny Emery, *President*
Amy Eisler, *Vice President*
Rocky Piccirillo, *Treasurer*
Natalie Mackiel, *Secretary*
Susan Canavan
Nancy Costopulos
Eric Lukingbeal
Laura Midura
Steve Perry
Christiane Pimentel





Thank you to everyone who helped make our first annual Holcomb Hoedown a success! Please join us on Sunday, September 7, 2025 for the second annual Holcomb Hoedown. Hope to see you there!

FIRST ANNUAL HOLCOMB HOEDOWN

One of our goals in 2024 was to introduce more people to Holcomb Farm. What better way to do that, we asked, than to throw a Hoedown?

And that's exactly what we did. On a beautiful afternoon in late August, the Friends of Holcomb Farm hosted its first-ever Holcomb Hoedown, drawing an estimated 400 people to the farm. The event featured line dancing lessons, an exciting cowboy mounted shooting demonstration by the Granby Horse Council, a kid zone with a puppet show presented by the Hispanic Health Council, games, face painting, and more. Thanks to donations and sponsorships, we raised more than \$7,000 to help fund Fresh Access.

It was our first Hoedown, but it won't be our last! Special thanks to volunteers Lori Armentano and Donna Snyder, whose leadership and dedication made the event such a success.



FARMING

A letter from Farm Manager Joe O'Grady

2024 was a rewarding year of progress and improvements at the Farm. The year started quietly due to the loss of our Winter CSA after 2023's floods. Still, we were happy to hold pop-up sales for our community and provide winter vegetables to Wheeler, our largest Fresh Access partner. Through banner years and lean years, it is important to us to spread the love and make sure any produce we grow finds its way both to folks who can pay and those who cannot.

Our early spring was busier than normal thanks to two large grants received in late 2023. Through the Connecticut Department of Agriculture, we received funding for 385 cubic yards of compost to spread on our flood-damaged fields, helping to replenish nutrients that washed away. And thanks to Nassau Financial Group,

who took part in the Connecticut Neighborhood Assistance Act, we were able to make massive upgrades to our greenhouses' ventilation systems. As farms continue to deal with climate change, maintaining soil health and optimizing growing conditions in greenhouses are critical.

We also received a Connecticut Department of Agriculture Farm Transition Grant to purchase irrigation equipment and a potato digger. One highlight of the season was seeing how our new toy turned the brutal job of harvesting potatoes (and perhaps more importantly sweet potatoes) into a veritable walk in the park!

Not that we had time for walks in the park. With our largest CSA membership yet—570 half- and full-shares—we were quite busy. There were so many people coming to the Farm that our parking lot routinely

overflowed. Farm Store sales were brisker than ever, thanks in part to our partnership with Julien's Farm Store (collaborating with another Granby farm-based foodie was a big win-win). Harvesting food for this many people in the heat and humidity we had in 2024 is almost impossible, so we were thrilled to have volunteers help us with some of our bulk harvests. The garlic harvest was a particularly special day, with more than a dozen tough volunteers getting our garlic out of the field, trimmed, and ready for curing in record time during a heat advisory. Thank you!

Extreme heat and humidity aside, the weather for most of the season was good enough. The fall heat wave and drought conditions, however, will leave an impact (and alter our practices). We saw little to no germination in our entire final round of cover cropping—the first time this has happened, as usually the morning dew alone provides enough moisture for seeds to grow. Going forward, we will delay storing irrigation equipment, realizing that extreme heat and drought are now possibilities for autumn in Connecticut.



Thank you to the volunteer farmers who helped with our onion and garlic harvests. With our community helpers, it took less than an hour to harvest thousands of garlic bulbs!

STEWARDSHIP

We continued to focus on invasive plant removal in the hedgerows of the east side fields of the Holcomb Tree Trail. In 2023 and 2024, volunteers girdled a small grove of invasive trees called trees of heaven (*Ailanthus altissima*), tough and fast-growing trees that are the favored host of the spotted lantern fly. Spotted lantern flies are “probably the most serious agricultural pest to hit the U.S. shores in a long time,” according to the Connecticut Agricultural Experiment Station. They have been seen in Connecticut and have caused enormous damage to vineyards in Pennsylvania. In early 2025, the Friends hired Macaulay Excavation and Tree Service to cut down and chip about 30 girdled trees. (The largest tree stump—more than 36 inches in diameter—was only about 35 years old, based on a count of its rings.)

Stewardship volunteers also continued the pond restoration work, adding more native shrubs. Unfortunately,

this man-made pond is leaking, so temporary efforts were made to slow the outflow. By the end of summer, however, these efforts were no longer needed as Granby experienced an extreme drought and the pond nearly dried up completely.

Our new trail map, created by Steve Perry of Sperry Geospatial, is now posted at all our trail entrances and is available digitally on our website and on the Avenza mobile app.

Holcomb Tree Trail

The Holcomb Tree Trail continues to grow and thrive. In 2024, we planted more native shrubs and 16 new trees, including four European larches, three golden larches, two tamaracks, and a dawn redwood cultivar. We also added three sweetgum cultivars, a sycamore, a wild plum, and a katsura. Watering the new trees remained the most



Stewardship volunteers upgraded the appearance of the Holcomb Tree Trail entrance. We installed an entry sign and cleaned up the surrounding area, removing a rock pile and overgrown invasives. On the other side of the entrance we installed a new trailhead signpost with our new trail map, and repurposed an old milk delivery box to serve as a place for lost and found.



Stewardship volunteers met in April 2024 to reroute a woodland trail on the farm's east side. During the process of making the new trail map, Steve Perry, our cartographer, had flagged a better route and the crew came out to clear two newly relocated sections of the Vernal Pool Trail (blue).

labor-intensive task for our volunteers, especially as the drought conditions worsened in late summer and into the fall. It was their dedication that ensured the survival of these young trees and shrubs.

We received exciting news in 2024, when the Holcomb Tree Trail received Level I Arboretum certification from ArbNet, an international community and networking program for arboreta and tree-focused professionals managed by the Morton Arboretum in Chicago. To achieve Level I certification, an arboretum must label and care for at least 25 different species of trees and provide access to the public.

Appreciation

The Friends of Holcomb Farm thank all our volunteers. They are at the heart of our efforts to reduce invasives;

source, plant, and care for new trees; and provide the public with a safe and scenic place to walk, snowshoe, cross-country ski, and ride horses. Our volunteer trail stewards maintain over 10 miles of woodland trails and mow several miles of paths along the Holcomb Tree Trail.

We would like to thank the Town of Granby for improving access to the Holcomb Tree Trail. The Town repaired the entrance area drainage and built a sidewalk with a crosswalk, making it safer for everyone to navigate the intersection of Simsbury Road and Day Street South.

We also are grateful to Granby Land Trust (GLT) for providing access to Holcomb Farm's west side trails by building a trail across their Wilcox Family Preserve on the west side of Salmon Brook. Thanks to them, visitors can now access these trails via the GLT's Hastings Trail, located just south of the Simsbury Road bridge.



Crates of late summer produce are loaded in our van for distribution at Wheeler Health's locations in Hartford, Bristol, Plainville, New Britain, and Waterbury.

FRESH ACCESS

In 2024, the Fresh Access program provided more than 16 tons of fresh, nutrient-dense food—at the wholesale cost of more than \$92,000—to seven nonprofit organizations—our “community partners.” These organizations distributed the food to nearly 500 households per week during the growing season (June through October). For every \$1.00 we raised, we grew and delivered healthy food valued at an estimated \$1.40 (retail value) to families facing food insecurity, people struggling with a health crisis, and people living on a fixed income.

Through our community partners, Fresh Access reached families in Granby, Hartford, New Britain, Plainville, Bristol, Waterbury and beyond. For many of the families we serve, a weekly bag of fresh vegetables is more than just a bag of food—it’s a sign of care, support, and hope.

2024 Highlights

The decline in grant availability following the COVID-19 pandemic challenged us to work harder to raise funds in 2024, which led to some truly special events. In addition to the first annual Holcomb Hoedown, we brought back the Harvest Dinner and Auction for the first time since the pandemic. Hosted by Fresh Access partner Healing Meals Community Project in Simsbury, over 100 attendees enjoyed an amazing meal made using Holcomb Farm produce. After dinner, attendees bid on a variety of donated items and experiences at a live auction. Thanks to the tireless work of our volunteers and the generosity of our guests, we were able to raise \$17,500 to support Fresh Access. This, together with increased donations from so many and continuing contributions from some of our Community Partners, enabled us to not only fully fund

the program for the year, but also to replenish reserves we'd tapped into in 2023.

Our Future

We continued to work with our Grants and Fundraising committee, our community partners, and the full FOHF board to develop funding opportunities to ensure the sustainability of the Fresh Access program. While we work to improve the financial sustainability of this valuable program, we plan to keep the program at its current size (adjusted for inflation). In other words, our produce and fruit commitments to our Community Partners will remain strong for the 2025 season.

Appreciation

The Granby Community Fund once again provided a grant to support our contributions to Granby-based partners, and we are grateful. We also extend our sincere thanks to Wheeler Health, the Healing Meals Community Project, and the Hispanic Health Council, who supported our events. And, of course, we are deeply thankful

for the generosity of our donors and the dedication of our volunteers.

We also would like to extend our thanks to the Maletz family of East Hartland for their generous donation of fruit. Skip and Shelly Maletz invited us to harvest apples from their private orchard, enabling us to increase the supply of fruit for our Community Partners from 3,500 pounds in 2023 to over 5,000 pounds in 2024. We are deeply grateful for their support.

2024 Fresh Access Community Partners:

Granby Partners:

Granby Senior Center
Town of Granby Social Services
Waste Not Want Not Community Kitchen
Granby Congregational Church UCC Open
Cupboard Pantry

Greater Hartford Region Partners:

Healing Meals Community Project
Hispanic Health Council
Wheeler Health



In 2021, we added fruit to our Fresh Access distribution because our partners requested more ready-to-eat produce options for their clients with limited kitchen access. Since then, we have purchased fruit from the Thrall Family Orchards in Windsor. Every week, our Fresh Access volunteers pick apples and grapes, which we use to supplement the vegetables we grow and deliver to our community partners.

TREASURER'S REPORT

The Friends of Holcomb Farm, a 501(c)(3) non-profit organization led by an all-volunteer board of directors, continued to uphold its mission in 2024, demonstrating strong financial health while advancing our commitment to sustainability, food equity, and community engagement. This year's financial success was driven by robust CSA participation, generous contributions, grants, and diligent expense management across our program areas.

Holcomb Farm is more than just a farm; it is a model of sustainability and community-driven stewardship. Our farming programs remained the foundation of our financial stability, with CSA memberships for both summer and winter shares (for 2024-25) meeting or exceeding projected enrollment. The Farm Store also saw steady growth, reflecting an increased engagement with local producers. Despite inflationary pressures affecting labor, supplies, and equipment costs, careful fiscal oversight ensured that expenses remained within budget, allowing us to sustain and expand our operations.

Financially, the organization achieved an impressive milestone by bringing in over \$600,000 in top-line revenues. Additionally, we closed the year with a positive net income exceeding \$36,000—an improvement of \$14,000 over budgeted projections. This strong financial

performance reinforces our ability to invest in our mission-driven programs and sustain long-term growth.

As stewards of this property, we strive for both environmental sustainability and public enjoyment. The Friends establish an annual program budget to guide financial management across our core initiatives: Farming, Fresh Access, and Land Stewardship. Through program-based accounting, we ensure transparency, alignment with donor intent, and the long-term sustainability of our mission.

Looking ahead to 2025, we remain dedicated to responsible financial management and thoughtful growth. With the continued support of our members, volunteers, granting agencies, and other community organizations, and in partnership with the Town of Granby, Friends of Holcomb Farm is well-positioned to advance its vision as a sustainable, community-driven farm that provides healthy food, preserves the land, and fosters a commitment to local food systems and ecological practices.

The statements below are extracted from an annual audit commissioned from Rowley and Associates of Concord, New Hampshire. Complete copies of the audit are available to members upon request.

Holcomb Farm, Inc.
Statement of Activities

Year Ended December 31, 2024; With Comparative Totals for the Year Ended December 31, 2023

	2024			
	Net Assets Without Donor Restriction	Net Assets With Donor Restrictions	Total	2023
Revenues				
Grants & Contributions	\$ 146,792	\$ -	\$ 146,792	\$ 157,943
Programs & CSA Shares	312,304	-	312,304	235,103
Farm Sales Net of Cost of Goods of 2024: \$35,346 and 2023: \$28,987	81,708	-	81,708	75,022
Fresh Access Event Net of Expenses of 2024: \$12,161 and 2023: \$1,624	26,143	-	26,143	1,151
Thirtieth Anniversary Event Net of Expenses of 2023: \$29,458	-	-	-	705
Project Fund	-	81,252	81,252	-
Total revenues	566,947	81,252	648,199	469,924
Non-Operating Activities				
Gain (Loss) on Sale of Fixed Assets	(29,100)	-	(29,100)	2,300
Unrealized Gain (Loss)	6,895	-	6,895	5,015
Total revenues	(22,205)	-	(22,205)	7,315
Net Asset Released from Restrictions	66,164	(66,164)	-	-
Total Revenue and Other Support	610,906	15,088	625,994	477,239
Expenses:				
Programs	535,691	-	535,691	433,133
Management & General	44,747	-	44,747	43,576
Fundraising	9,297	-	9,297	8,401
Total Operating Expenses	589,735	-	589,735	485,110
Changes in Net Assets	21,171	15,088	36,259	(7,871)
Net assets, beginning of year	306,977	24,126	331,103	338,974
Net assets, end of year	\$328,148	\$39,214	\$367,362	\$331,103

Holcomb Farm, Inc.

Statements of Financial Position

December 31, 2024; With Comparative Totals for December 31, 2023

	2024			2023
	Net Assets Without Donor Restriction	Net Assets With Donor Restrictions	Total	
ASSETS				
Current Assets				
Cash and cash equivalents	\$ 32,288	\$ 39,214	\$ 71,502	\$ 180,425
Accounts Receivable	-	-	-	543
Prepaid Expenses	16,561	-	16,561	20,246
Investments	180,743	-	180,743	119,685
Total Current Assets	229,592	39,214	268,806	320,899
Machinery & Equipment				
Machinery & Equipment	335,989	-	335,989	393,122
Less: Accumulated Depreciation	(178,825)	-	(178,825)	(203,823)
Net Machinery & Equipment	157,164	-	157,164	189,299
Total Assets	480,606	39,214	519,820	594,603
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable	4,236	-	4,236	3,675
Accrued expenses	6,694	-	6,694	6,178
Operating lease liability, current portion	14,100	-	14,100	14,100
Deferred Revenue	42,018	-	42,018	167,675
Total Liabilities	67,048	-	67,048	191,628
Long Term Liabilities				
Operating lease liability, less current portion	85,410	-	85,410	71,872
Net Assets				
Without donor restriction				
Undesignated	40,645	-	40,645	(39,064)
Board Designated	130,339	-	130,339	156,742
Machinery & Equipment	157,164	-	157,164	189,299
Total Without Donor Restrictions	328,148	-	328,148	306,977
With donor restriction	-	39,214	39,214	24,126
Total Net Assets	328,148	39,214	367,362	331,103
Total Liabilities and Net Assets	\$480,606	\$39,214	\$519,820	\$594,603

THANK YOU!

The Friends of Holcomb Farm thank the following people, businesses, and organizations for their generous contributions received between April 1, 2024 and March 31, 2025. The Friends had 673 members—those who gave \$25 or more to the Friends of Holcomb Farm or joined our CSA during our 2024 fiscal year. Gifts received after March 31, 2025 will be reflected in next year's annual report.

\$1000+

anonymous
Nannie and Put Brown
Evan Crosby
Jen and John Dankosky
Laura J. Eden Fine Art
Amy Eisler
Jenny and David Emery
Farmington Valley YMCA
Kristal and Mark Fiorentino
Jill and Walter Ford
Andrew Griffin
Paula and Whitey Johnson
Mary Ellen and Lowell Kahn
Sally King and Eric Lukingbeal
Peggy and Jack Lareau
LevelUP 24/7 Smart Gym
Lynn Lochhead
Shelly and Skip Maletz
Metro Bis
Shirley Murtha
New England Black Label
Portraiture
Debi O'Keefe and Joel Alsop
Resolute FIT
Robinson + Cole
Natalie Mackiel and James Rollins
Martha and David Rusch
Judy and David Russell
Aubrey and Kenneth Schulz
David Schupp
Dianne and James Szipszky
Jeanne Galloway and Kathleen Usher
Barbara and Mark Wetzel
Wheeler Health

\$500-999

Kim and Chris Becker
The Bushnell
Gaylien Chun and Matthew Hamer
Nancy and Jim Costopoulos
Dixon Orthodontics

Patricia and Bill Kennedy
Laura and Mark Midura
Missing Link Wine Company
O'Brien Nursery
John Schumann
Selective Development
Ashley Smith
Steve Sosik
The Oakbridge Group
Jonah Wellins
Ann Wilhelm and William Bentley
Helen and Alfred Wilke
Windsor Federal Bank

\$250-499

Action Carpet & Cleaning
Anna Sogliuzzo, Berkshire Hathaway Homeservices
Beman Hardware
Flo Bischoff
Bouvier Insurance
Kathleen Bromage
Cahill's Motor Cars
Lisa Corbett and Richard Pfeifer
Jesse Eisler
Deborah and Michael Gantt
Sherry and Matt Garrett
Peggy and Bob Giles
Granby Family Eye Care
Grassroots Kitchen + Creamery
Lisa Gray
Todd and Valorie Hollister
Cat and Rob Kadrlie
Lisa and Mike Larsen
Kathryn Lord
Lost Acres Orchard & Bakery
Kelly Lynch and Gary Kanter
Maximum Tree Service
Merrill Memoirs
Shelley and Steve Perry
Valerie Raggio and Dave Desiderato
Route 10 Tire
Pamela Russek
Patricia and Jim Sansone

Peggy and Donald Shaw
Diane Smith and Wayne Hill
Donna and Jim Snyder
Janet and John Spatcher
Julia Stainforth and Derek Bronson
State Line Propane & Oil
Ellen Thomson
Adah Todd
Heather and Sam Tomasetti
Two Coyotes Wilderness School
Michael Walsh
Kristi Warters

\$100-249

Anne and Gary Adamson
Kathy Agresta
Jean Allen
Lee and Chris Barba
Liz and Stephen Beaudin
Marcie Braden
Mary and Francis Brady
Susan Canavan and Joel Danke
Idalia Carvalho
Peggy and Wayne Chapple
Chris Chinni and John Weeks
Linda and Gary Daniels-Miller
Robert Donna
Beverly and Roy Duff
Julie Erasmus
Robin Finn
Rachel Fontanazza
Mary and Tom Fuller
Geissler's Supermarket
Catherine and Robert Grandahl
Ellen and Andrew Hannah
Patia Haverty
Healing Meals Community Project
Mary Ann and Paul Henzler
Kathy and Ed Hodgson
Margot Hosford
Paula Jones and Kevin Gough
Nancy Kannenberg
Susan Keller
Pamela Kirk and John Violette

Stacey and John Kroninger
Charles Kuchenbrod
Karen Kudish
Lorraine Lanyon
Jo Ann and Rob Lebel
Deb and Tim Lenihan
Monica Logan
Jonathan Lynch
Karen McNey
Ruth and Richard Meyer
Joan Mocarski
Katherine and John Morgan
Linda and Thomas Morgan
Therese Mulvey and Brad McDougall
Susan Nilsen
Maggie and Bill Percival
Carol Pescik
Lisa Peterson
Katie and Rocco Piccirillo
Christiane Pimentel and Moshood Olatokunbo
Susan and James Rook
Suzanne and Gary Scarella
Mary Ellen Schoonmaker and Michael Hoyt
Cindy and Earl Schulz
Donna and Jack Sennott
Melody Smith and Joshua Welch
Sibylle Spooner
Kelly and Jonathan Sterling
Joanne and Richard Stevens
Maryanne and Aaron Strindberg
Lauren Tellier
David Tolli
Darcy Topper
Tractor Supply Company
Thomas Turon
Kathy and Michael Ungerleider
Palma Vaccaro
Catherine and Paul Willis
Marilyn Wyman
Zen Restaurant Group
Betsy and Mark Ziemienczyk



Up to \$99

Tony Allen
Lori and Fran Armentano
Heather and Barry Avery
Shawn Ball and David Katz
Christopher Barthel
Morven and Peter Barwick
Wanda Bazyk
Tori Birkeland
Heather Blum-Pastor
Alex Bricault
Margaret Buchanan and Lou Golden
Richard and Pamela Burek
Charles Cahill
Linda and Lou Carissimi
Devon Casady
Catherine Ceneviva
Geoffrey Ching
David Chittick
Darla Cloutier
Eric Cohen
Jennifer Cohen
Mary and Randall Cole
Sara Conklin
Wendy Cook
Costco
Celine Cracco
Jag Dalal
Elaine and Edward Darcy
Laura Delisle
Bonnie and Jan Dommel
Cynthia Dowd
Barbara Doyle
Dreena Dulin
Juliette Dunlevy
Lois Elsesser and Joseph Nunes
Coreen and Nicholas Faraco
Keith and Laura Fetridge

Colleen Fitzpatrick
Claudia Forgue
Patricia Freedman
Jennifer Gentry
Judy Gessford
Christine and George Giannoni
Stacy Giguere and Len Dupille
Albert Glazier
Susan and Charles Gowen
Helena Grabo and Kaveh Davoudi
Marion Griffin
Sarah Griggs
Christa and Boris Grigorov
Melissa Hall
Kristin Harnedy
Jess Brandt and Stefan Harroo
Hartford Yard Goats
Yuling He
Cherie Henselder
Yuko Hoffman
Lisa and Erick Holm
Emma Hoyt and Joe O'Grady
Erica Zamsky Hunt
Interstate Building Supply
Sharon Ions
Rita Isaacson
Holly and Curt Johnson
SueAnn Kenedy
Patrick and Maureen Kenna
Jennifer and Tom Kim
Richard Kirschbaum
Cheryl and Dale Kittelson
Susanne and Thomas Kornacki
Tracy Krasinski and Greg Kirschner
Dawn Kruger
Joan and Scott Kuhnly
Pamela Lamson

Christina and Ken Lapent
Audrey Lapiner
Shanie LaRocca
Susan and Bryan Larson
Jackie Lawrence
Dorothy Lennox
Andrea Leshinskie
Amanda Lindberg
Lynne Lipkind
Michelle Lobovits
Aurelle Locke
Carey Loughran
Katherine and John Magarian
Charlie and Ellen Mandelberg
Kathy and Gregory Marco
Arlene and Joseph Mattavi
Gary Maulucci
Jeffrey Maytas
Victoria Mazzei and Richard Stepanov
Allison McKeen
Rebecca and William Mikus
Dawn and Wayne Miller
Jane Miller
Stephen Miltimore
Agatha and Jack Monahan
Sally Moon
Karen and Steve Moore
Christine and Eric Mortensen
Susan Morton
Maia Mullen
Joyce and John Mundt
Louise Nadeau
Joan and John Nagy
Elizabeth Neave
Steve Nelson
Patrice Nelson
Pamela Newcomb
Kathy Norris
Marilyn and Thomas Nystrom
Virgil Paggen
Dorothy and Ralph Palma
Adrienne Park
Samuel N. Paul
Cathy Peck
Trish Percival and Rick Orluk
Christopher Peregrin and Julien Tessier
Margaret Preli
Susan Pearson and Hank Prussing
Hannah Purves
Rosalie Puskar
Naomi Rafalowicz
Ann and Jim Reed
Debby Reelitz
Gail Reiner

Ann Marie and Charles Reuter
Daneen and Hasan Riaz
Susan Ritz
David Roberts
Lori Rogers
Christine Rouleau
Rosemarie Roy
Rita and Peter Rozantes
Diana Sadjadi
Donna and Rob Schedinger
Toby Scheel
Laurie and Steven Schock
Elaine Shapiro
Brittany Silva
Erin Sloat
Beth and Brian Smith
Jamie Soule
Audrey Staropoli
Stop & Shop
Carol and Bruce Sullivan
Winifred and John Sumner
Sara Thornton
Marilyn and Scott Tracy
Kitty and Jim Vangunten
Jim Veirs
Lidia Vilner
Amanda and Adam Vincent
Robert Walz
Brie and Nick Watson
Margot Weiss and Matthew Garrett
Austin White
Marty and Don Wilmot
Christine Winter
Michelle Wirth
Jane Zande
Stephanie Zappone
Michelle and Connor Ziegler

In Memoriam

In memory of Andy Bentley
Jenny and David Emery
Susan Pearson and Hank Prussing

Granting Organizations

Eversource
Granby Community Fund
Hartford Foundation for Public Giving
Northwest Community Bank Foundation
State of Connecticut Department of Agriculture
United States Department of Agriculture



TOWN OF GRANBY

MEMORANDUM

DATE: May 12, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: 87 Simsbury Road – Friends of Holcomb Farm Business Plan

As you may recall, in the fall of 2024, the Town of Granby made a concerted and successful effort to acquire 87 Simsbury Road, the former United Methodist Church property.

With the property acquired, the Friends of Holcomb Farm, under the leadership of Jenny Emery, were asked to construct a business plan to put the building and land to a constructive reuse without the need for Town of Granby taxpayer support.

With that background, by way of this memo, please accept that business plan from the Friends of Holcomb Farm for your review and consideration.

Jenny Emery will introduce this plan with a short presentation and take any questions you may have. The Board of Selectmen is not being asked for any formal action tonight.

However, a vote to accept or reject this plan should be taken by the Board at a future date. If the vote at that time is to accept the plan, I will begin negotiations to adjustment the existing agreement with the Friends to incorporate this business plan into their agreement with the Town.

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



87 Simsbury Rd., West Granby: Proposal for the Long-Term Use and Maintenance of the Premises and the Improvements Located Thereon

BACKGROUND AND EXECUTIVE SUMMARY

The Friends of Holcomb Farm (FOHF or the Friends), informed by analysis and recommendation of the Church Task Team (CTT)¹, request approval from the Granby Board of Selectmen to amend its Lease and Use Agreement (L&U) with the Town of Granby to incorporate the property and buildings at 87 Simsbury Rd., West Granby.

In September 2024, the Town worked with the Hartford Foundation for Public Giving to repatriate this property to the Town's Holcomb Farm, at no cost, for the stated purpose of strengthening FOHF and its mission: "To preserve, promote, and utilize an historic New England farm, for the benefit of the community." The five acres and barn fit easily into the current farming operations. The question was whether retaining the church building itself was also a benefit to FOHF. The CTT was formed, and assessments undertaken, the result of which is this recommendation to retain the building for use by the Friends.

Pursuant to the Use and Occupancy Agreement, dated October 2024, this document serves as the "Required Plan." Specifically, in that agreement, FOHF agreed to "undertake structural inspections, financial analysis or any other due diligence that it may deem appropriate or necessary to formulate a written plan or proposal for the long-term use and maintenance of the Premises and the Improvements." Substantial completion of that effort informs this report.

In its evaluation, the CTT and FOHF identified five key questions. After completing due diligence, including inspection of the building, review of historic documents related to the cost of operation,

¹ Members of the Church Task Team: Jenny Emery (President, FOHF); Eric Lukingbeal (FOHF Board); Mark Lockwood (Chairman, P&Z); Betsy Mazzotta (Town Project Manager); John Oates (former church member); Joe O'Grady (FOHF Managing Farmer); Steve Perry (FOHF Board); Mike Walsh (Granby Town Manager); Dana Warren (FOHF member and commercial architect)

contemplation of various options, and review and projection of farming financial results, the response(s) below were developed. Additional detail is included in the remainder of this report.

1. Question: What is the structural and functional status of the buildings?

Both the barn and the church building appear structurally sound. Visual evaluation and environmental testing found minimal hazardous material exposure, which can be reasonably abated during renovation. The barn can be immediately incorporated into existing farming operations.

Answer: The building is functionally adaptable to the needs of FOHF.

2. Question: Is it feasible to repurpose the former church building to meet FOHF's needs, without creating a burden on the Town and taxpayers?

Currently, FOHF operates the farm and stewards the land for public benefit at no cost to the taxpayers.² The most pressing needs of its farming programs were identified in a Five-Year Business Plan in 2021.³ In addition to the need for land, which is being addressed through increased access to adjacent Granby Land Trust properties, this study identified two infrastructure-related priorities: 1) year-round temperature-controlled space to serve as a break and lunchroom for the staff; and 2) increased year-round space for cold storage and winter produce processing. In short, the farm needs indoor facilities to support operations outside of the traditional summer months. Winter sales are in high demand and positively drive net income. Adding space to accommodate winter vegetable processing and farm operations is strategically important to the long-term sustainability of today's farming programs. The evaluation of the church building has determined it can meet both needs, even as it presents additional opportunities for strengthening FOHF, and therefore its positive impact on the community.

Answer: Yes, it is feasible to repurpose and operate the former church property without creating a burden on the Town and taxpayers.

3. Question: What are the carrying costs of the building and can FOHF afford to absorb these into its operations?

The two largest annual carrying costs include insurance and electricity (which includes heat). The current annual estimate for this is \$25,000. (Other operating costs are comparable to current operations, and therefore not incremental to adding this building, and reducing the cost of utilities will be a priority in pursuing this opportunity.) We conservatively project net income from expanded winter sales will exceed \$30,000 annually.

² The L&U agreement includes a rent obligation of FOHF to the Town of \$4500 annually, as well as certain Fresh Access food contributions to the Town through Social Services.

³ The Friends intend to undertake a new farming business plan in 2026.

Answer: FOHF projects that the anticipated average annual net income from the expanded production and sales possible through use of the building will more than cover the expected annual carrying costs.

4. Question: What capital costs are required to put the building into use by the FOHF, and where will the money come from?

Costs to begin to utilize the building for expanded food storage and winter processing – the drivers for increasing net revenue from farming – are estimated to be \$200,000. These costs are expected to be addressed through existing FOHF reserves, donations, and grants. Additional renovations are required to fully utilize the building, maximize the benefit to the community, and support the programs of FOHF. FOHF will look for grants (several opportunities are being reviewed), fund-raising, and other sources that may be available to support Holcomb Farm. In total, over the next two to three years, an estimated \$400,000 to \$500,000 could be expended to fully repurpose the building. The project can be staged, over time, to align with available funding.

Answer: Initial and immediate capital costs are estimated to be \$200,000. Up to an additional \$300,000 is estimated to be required to fully repurpose the entire space as envisioned.

5. Question: What are the risks of retaining the building, and can they be mitigated?

One risk is that the financial results will not improve sufficiently to cover the building's carrying cost. Financial volatility is always a risk – one FOHF currently addresses by diversifying its crop mix (to increase the likelihood of success of at least some crops each year), utilizing a variety of distribution channels, holding reasonable operating reserves, and practicing good fiscal management. The assessment concludes that utilizing the building will more likely than not *reduce* financial variability, as the net income opportunity from winter sales is greater than from traditional seasonal sales. Much of the cost of winter produce is incurred in the summer, and market competition is much lower in the winter. The repurposed building positions the Friends to “weather the weather” more effectively.

The other major risk relates to raising the funds needed to implement this plan. This risk will be mitigated through a staged approach to the repurposing. No money will be borrowed, and no costs will be incurred until the funding is secured. By focusing first on the most immediate income-producing renovations, the project can be scaled over time.

Answer: There is greater risk in not seizing this opportunity than in pursuing it.

In conclusion, the repurposing of the church building offers increased income through the expansion of current farming activities. This increased income is sufficient to justify absorbing the building's carrying costs. The building benefits FOHF through improved working conditions and the community, through increased access to Holcomb Farm produce (and, as will be explained below, access to other local producers' products). FOHF respectfully requests approval from the Board of Selectmen to enter

negotiations that will outline and detail the roles and responsibilities related to the incorporation of the land, barn, and building into the L&U agreement.

FULL REPORT

The remainder of this report offers detail on the findings and recommendations for the Town to retain ownership of the former church building, and for FOHF to assume responsibility for and comprehensive utilization of the building for the benefit of the community. The report is as follows:

- I. THE VISION FOR THE BUILDING**
- II. The Post-Harvest Processing Center**
- III. The (new) Holcomb Farm CSA and Farm Store and Kitchen**
- IV. Home base for FOHF crew, staff and board**
- V. Additional space**
- VI. Financial analysis**
- VII. Conclusion**

I. THE VISION FOR THE BUILDING

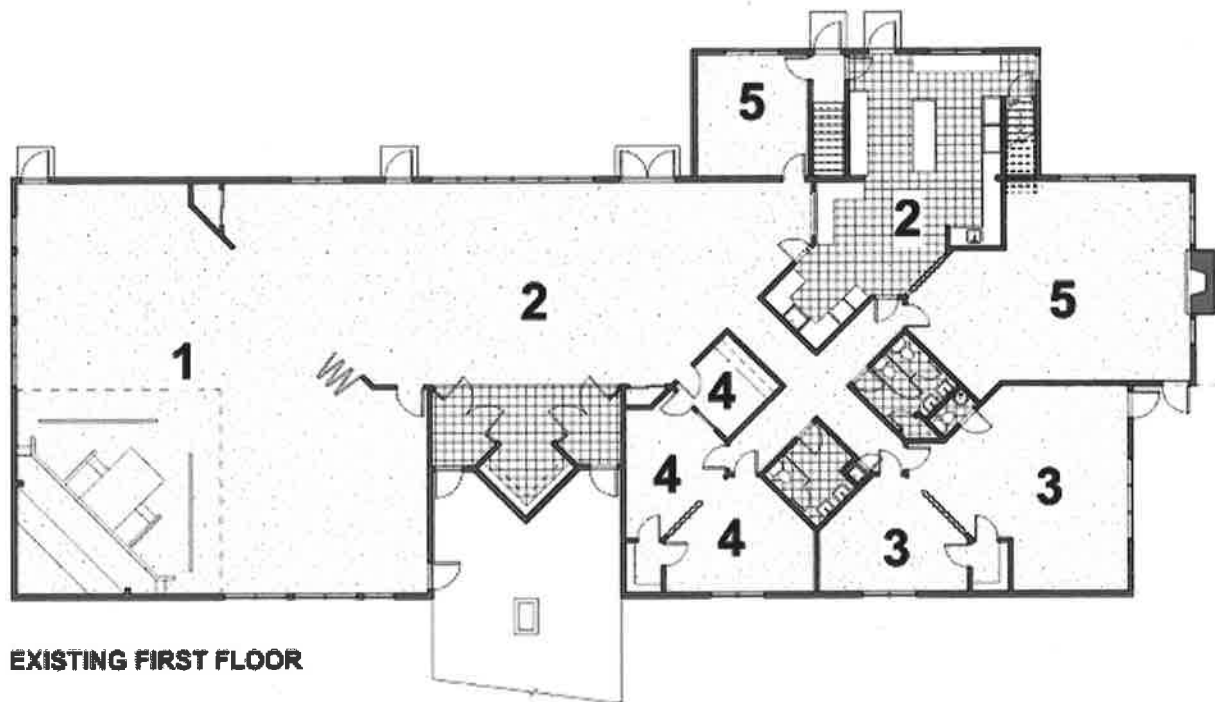
The building is immediately adjacent to the farm, separated from the existing CSA Barn by greenhouses.



We anticipate fully utilizing the barn to augment the overcrowded CSA barn. We also expect that the available land behind the church building will be the home of future greenhouses, as these are needed to offer more protection from increasingly frequent and excessive rains. The front of the building will be

landscaped to support the new purpose – the new home of the Holcomb CSA and Farm Store – and with respect for the historic West Granby district in which this place is situated. Pick-your-own will be expanded to this area, to continue the enhanced customer experience.

The footprint of the current building lends itself to a ready understanding of how it can be repurposed to meet FOHF's varied needs.



The former sanctuary (1), which comprises the southern 1/3rd of the building, is well-situated to serve as a post-harvest storage and processing facility. The center third of the building (2) is positioned to serve as the CSA pick-up and public farm store, carrying products from Holcomb Farm and from other local producers, with the kitchen upgraded to a commercial kitchen, allowing for processing value-added products on site. Several existing smaller rooms will provide offices (4), and a staff break room and lockers (3). The former “Ross Parlor,” along with the former pastor’s office (5), may be leased to other partners, and/or utilized for Board meetings and educational events. This vision allows the building to meet current and opportunistic needs, with minimal construction.

II. THE POST HARVEST PROCESSING CENTER (1 on the floorplan)

Currently, as the vegetables are harvested, they are brought to the CSA barn for cleaning and packaging outside, with no protection from the elements. Limited cold storage is available but is insufficient for winter vegetables needed to expand the winter CSA and retail sales. The former sanctuary, repurposed into a post-harvest processing center, is the key to the financial feasibility of repurposing the building,

and, longer-term, to the economic sustainability of the farm, which is the revenue engine of the non-profit FOHF.⁴ Quite simply, when we can process and sell food in the November through March timeframe, we can reliably generate positive net income from farming. While we do some shoulder-month production now, it is constrained by the absence of heated space for the crew to operate, and for the customers to visit.

The former sanctuary area would be emptied and stripped to its cement slab and otherwise retrofitted to serve as the space where farm crew can offload, store, clean, and pack produce, protected from the elements in both the heat of summer and the cold of winter. Floor drains would carry the “veg water” out into nearby fields. A loading dock would be added in the back to allow for ease of handling – both unloading for processing and storage, and re-loading for delivery to Fresh Access partners.

We continue to assess whether and how to utilize the existing three-story “tower.” It offers a sense of space and light but creates significant energy inefficiency. At this writing, it remains a “TBD.” The plan does include retaining the moveable/folding wall that separates the current sanctuary from the future Holcomb Harvest store, allowing the members and public to continue to view and engage with the crew, as they do now in the CSA barn.

III. THE HOLCOMB FARM CSA AND FARM STORE AND KITCHEN (2 on the floorplan)

Our current farm store, where CSA members pick up their shares and they and others can shop for other local products is the front of the unheated CSA barn, limited in space and temperature control. The central area in the church building lends itself well to an expanded farm store, to support CSA pickups and retail sales. The rear of the church offers paved parking, far superior to the parking available at the CSA barn. Importantly, we will be able to carry more products from other local producers. With over 550 summer CSA members visiting the store weekly, and an anticipated 300 winter CSA members (once the processing center is available), this space will prove an attractive distribution outlet for many of the local agricultural producers in and around Granby – and “one-stop local food shopping” for the public.

We are also in discussion with local crafts people and artists, as we hope to support their product displays and sales. The Holcomb Farm CSA and Farm Store is initially anticipated to be open four days per week in the summer, and one to two days in the winter.

Currently, turning the produce into value-added products such as crushed tomatoes and pesto requires sending the produce out to another vendor. With kitchen renovations, which would come in a second or third phase of re-purposing (depending on funding), value-added processing can be accomplished on-site, at lower cost. We are also discussing with local chefs their potential use of the space for events and demonstrations. In addition, we are aware of the demand for commercial kitchen space for use by other producers. Once our own needs are fully understood and met, creating access for others can be explored.

IV. HOME BASE FOR FOHF CREW, STAFF, AND BOARD (3 and 4 on the floorplan)

⁴ Renovations to the CSA barn to improve its viability as a full-purpose “home” for the farming operations, have been explored, but appear difficult and cost-prohibitive.

A small, heated portion of the CSA barn currently serves as the office, crew room and storage for the FOHF organization, and is woefully inadequate. The former church has several small and mid-sized rooms used as offices and classrooms and is easily repurposed to support our needs. Current plans include:

- A private break room and lockers for the farm crew;
- An office for the Managing Farmer, and separate space for bookkeeping and the part-time FOHF Administrator;
- A small office space in support of the Holcomb Farm CSA and Farm Store; and
- Two fully equipped public bathrooms.

V. ADDITIONAL SPACE (5 on the floorplan)

A 550 square-foot meeting room (the former “Ross Parlor”) remains available and is envisioned for intermittent day-use, and for FOHF for board meetings and member events. The former pastor’s office also remains available and offers the opportunity for another organization to lease the space, with access to the board meeting space as a part of the offering. Preliminary discussions regarding both possibilities have begun and offer the possibility of additional financial support to share in the overhead expense of the facility. Importantly, no such revenue is included in assessing the immediate financial feasibility of FOHF assuming this building. Feasibility is based on generating enough additional revenue through expanding current operations to cover the building’s carrying costs.

VI. FINANCIAL ANALYSIS

An analysis of the financial results of the past five years of FOHF farming operations (before overhead) has been completed. The objective was to build on actual past results to conservatively project results with the post-harvest processing center operational, and then also with the Holcomb CSA and Farm Store open to the public.

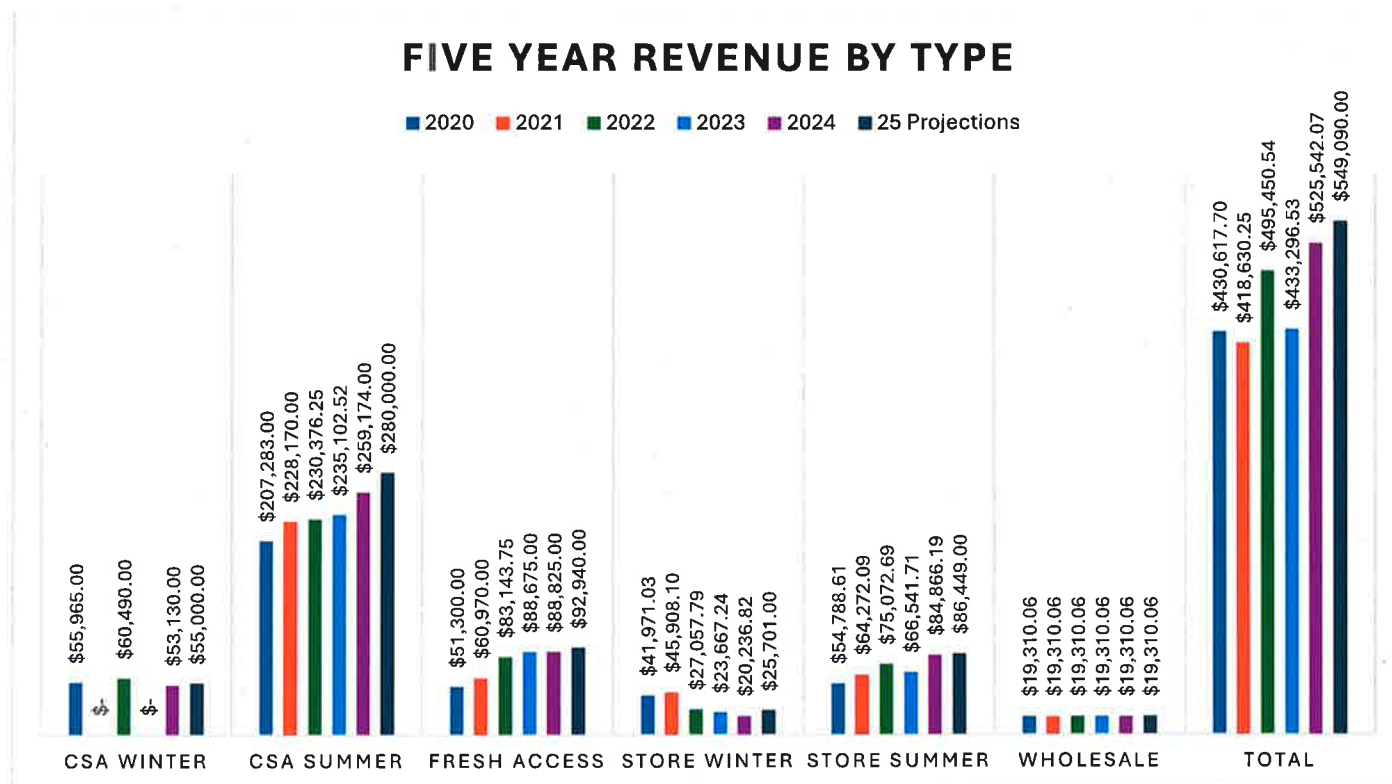
Here are the relevant highlights from the financial analysis.

- In anticipation of utilizing the post-harvest processing center over the 2025-26 winter, we estimate offering double the number of CSA winter shares offered in 2024-25. The limiting factor in 2024-25 was not the amount of food available, but the indoor space to operate. This doubling of the available winter CSA shares will generate (on average) \$60,000 in additional revenue, with \$34,000 in additional expense (“cost of goods sold”), or \$26,000 in new net income – more than enough to cover anticipated carrying costs for the building. This is presented as a baseline, conservative number. Demand is high in the winter, and there is little competition; working to increase local food access benefits the whole agricultural community, as it increases awareness and thereby grows demand overall. Most of the food sold in the winter is grown in the summer, and the actual results will vary. When summer production is high, and with expanded storage and processing capabilities, net income will be greater. When production wanes (due to bad growing conditions), arrangements made with other producers

will allow purchases and trades to support the variety that a CSA share demands, reducing net income in that year but stabilizing the market.⁵ Taking all of this into account, the projection used in this analysis is considered conservative.

- Of note, the Fresh Access program is the largest single “customer” of the farm, and for purposes of this analysis, we are not projecting any increase in this program, as it is dependent on donations and grants. However, as FOHF is strengthened, our ability to raise funds to expand Fresh Access also grows.
- By the summer of 2026, subject to successful fundraising, we expect to have the new Holcomb CSA and Farm Store open. Conservative assumptions about increased sales of products from other producers generates new net income of \$5000, which will grow as the customer and product bases grow over time.
- The kitchen renovations are not planned until the harvest of 2026, producing new revenue in 2027, at the earliest. We are not projecting new revenue from this yet, pending the development of a more complete plan.

This chart contains the recent history of revenue from the diverse sales channels we use, and demonstrates that while summer revenues – CSA, farm store, and Fresh Access – have seen relatively consistent growth, the volatility in winter sales has undermined results.

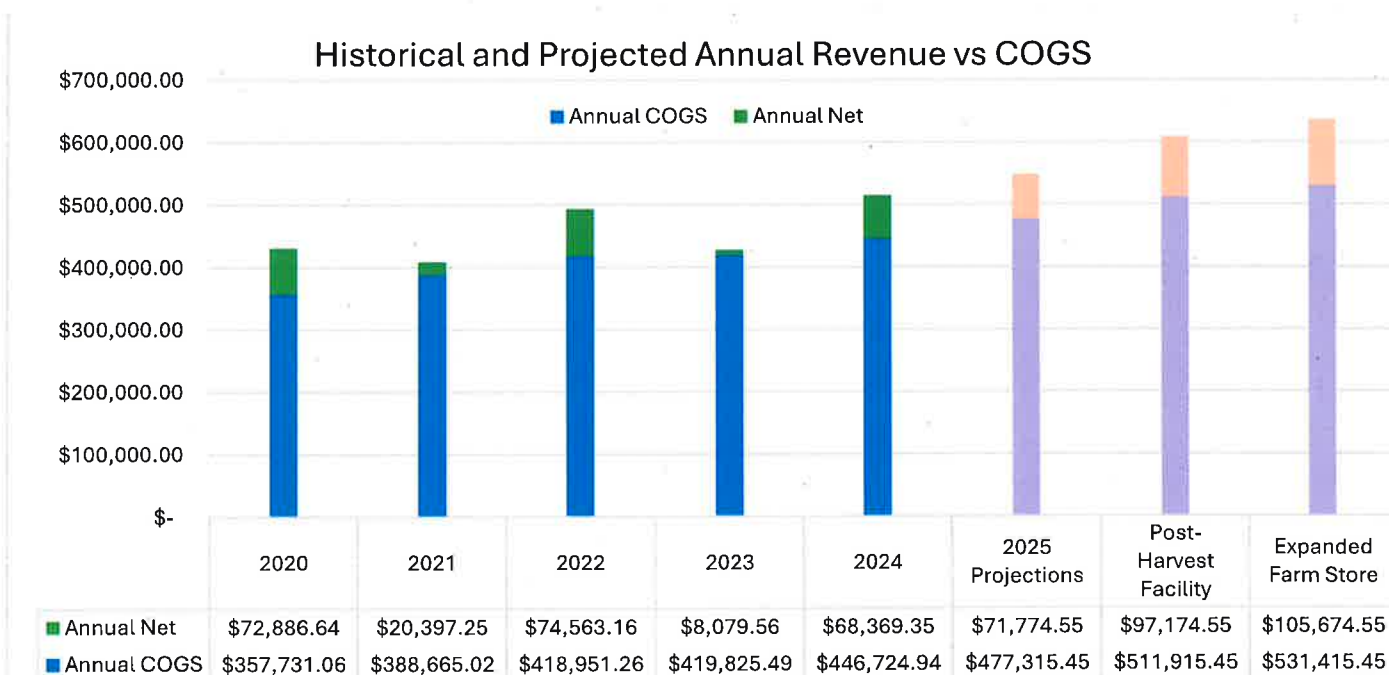


⁵ The “CSA Winter” results show the impact of offering no Winter Share in 2021 and 2023. With the benefit of hindsight, our managing farmer has concluded that cancelling the shares was as much a reaction to the difficult winter working environment as it was to the growing results, and that varied growing results can be managed, with the new facility, without cancelling the winter CSA.

The table below shows actual farming revenue, cost of goods sold, and net farming revenue (before organizational overhead) over the past five years. 2025 is a projection as budgeted. As discussed, the bottom two lines are projected based on 1) increased winter sales through operation of the post-harvest facility, and 2) a conservative estimate of winter farm store sales increases. These are conservative estimates, in that they do not anticipate material changes in our operations – the amount of land farmed, the number of greenhouses, or even the number of staff (although increased staff time in the winter is accounted for). It simply estimates the revenue and net revenue opportunity available through acceptable winter working and sales conditions.

	ANNUAL TOP LINE	ANNUAL COGS	ANNUAL NET
2020	\$ 430,618	\$ 357,731	\$ 72,887
2021	\$ 409,062	\$ 388,665	\$ 20,397
2022	\$ 493,514	\$ 418,951	\$ 74,563
2023	\$ 427,905	\$ 419,825	\$ 8,080
2024	\$ 515,094	\$ 446,725	\$ 68,369
2025 PROJECTIONS	\$ 549,090	\$ 477,315	\$ 71,775
POST-HARVEST FACILITY OPERATING	\$ 609,090	\$ 511,915	\$ 97,175
EXPANDED FARM STORE	\$ 637,090	\$ 531,415	\$ 105,675

The chart below illustrates the constraints on and volatility of net farming revenue. The primary goal of the post-harvest production facility is to stabilize results at a reasonable level of net revenue, producing at least enough to address the building carrying costs.



Not included in the financial analysis are two other potential sources of revenue:

- Leases of the extra office, meeting room, and space in the former CSA barn, freed up through the move to the new property, can reasonably be expected to generate **\$10,000 to \$15,000 in annual revenue** to contribute to overhead costs, and as a part of a planned maintenance fund for the building
- The new roof on the church, and the relatively new metal roof on the barn are potentially attractive locations for a “buy-all-sell-all” solar leasing arrangement that is projected to generate at least **\$6000/annually for 20 years**. This opportunity is separate and distinct from an owned solar array on a separate part of the roof to address the electrical needs for the building, further reducing operating costs. (Note that there is no plan to put solar panels on the front roof of the building, in the interest of optimizing the curb appeal of the property.)

VII. CONCLUSION

The Friends Board of Directors and the Church Task Team have concluded that pursuing the repurposing of the church in support of our farming programs is a transformative opportunity that will benefit the community. We recommend moving forward with an amendment to the L&U agreement to incorporate the land, barn and building into the Friends' operations.



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: The Development of Kearns School Housing – An Update

Attached please find a PowerPoint presentation on repurposing Kearns School. As you may recall, the Town of Granby issued a Request for Proposal in 2024 and in partnership with the Commission on Aging, interviewed a total of four developers who each had a housing plan for the reuse of Kearns School.

The COA and Board of Selectman interviewed the top three developers and selected 7 Summits/New Samaritan as a working partnership to explore the possibilities of Senior and Workforce Housing at the Kearns School.

To that end, please set aside a few minutes for a presentation by First Selectman Mark Fiorentino in order to share the progress that has been made as the Town works toward a meaningful and financially appropriate development at that site.

This presentation was delivered to the Commission on Aging on Monday, May 12th at their regularly scheduled meeting. They will provide their thoughts on the various plans after their June meeting.

Accordingly, no action is being asked of the Board of Selectmen tonight, or at your regularly scheduled meeting on June 2, 2025. However, after the Commission on Aging provides their input, your guidance will be needed on or about June 16, 2025 in order for the project to advance.

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



Repurposing Kearns School Community Update

The Current Situation



5/14/2025



Repurposing Kearns School Community Update

The Process Followed



Four capable developers submitted proposals and were interviewed with three of the four advancing to a second interview before the Board of Selectmen (BOS), Commission on Aging (COA), and the public

7SNS was selected by both the BOS and COA to begin discussions that could result in negotiations and an eventual development contract

In 2024, a Request for Proposal (RFP) was issued seeking capable developers for the purpose of developing the Kearns School into Senior Housing

Two of the three developers that advanced, 7 Summits and New Samaritan (7SNS), partnered for this project



Repurposing Kearns School Community Update

What the COA Wants



COA Kearns Project Priorities

- Architectural design will be compatible with the area
- On-site LCSW and maintenance team
- All residential units to be ADA compliant
- Building safety/security
- Continuity of ownership or succession planning (Developer)
- Greatest number of elderly affordable housing units as possible





Repurposing Kearns School Community Update

The Choices to Consider



After preliminary discussions, with a focus on a “financially solvent project”, the Town asked 7SNS to provide proposals including:

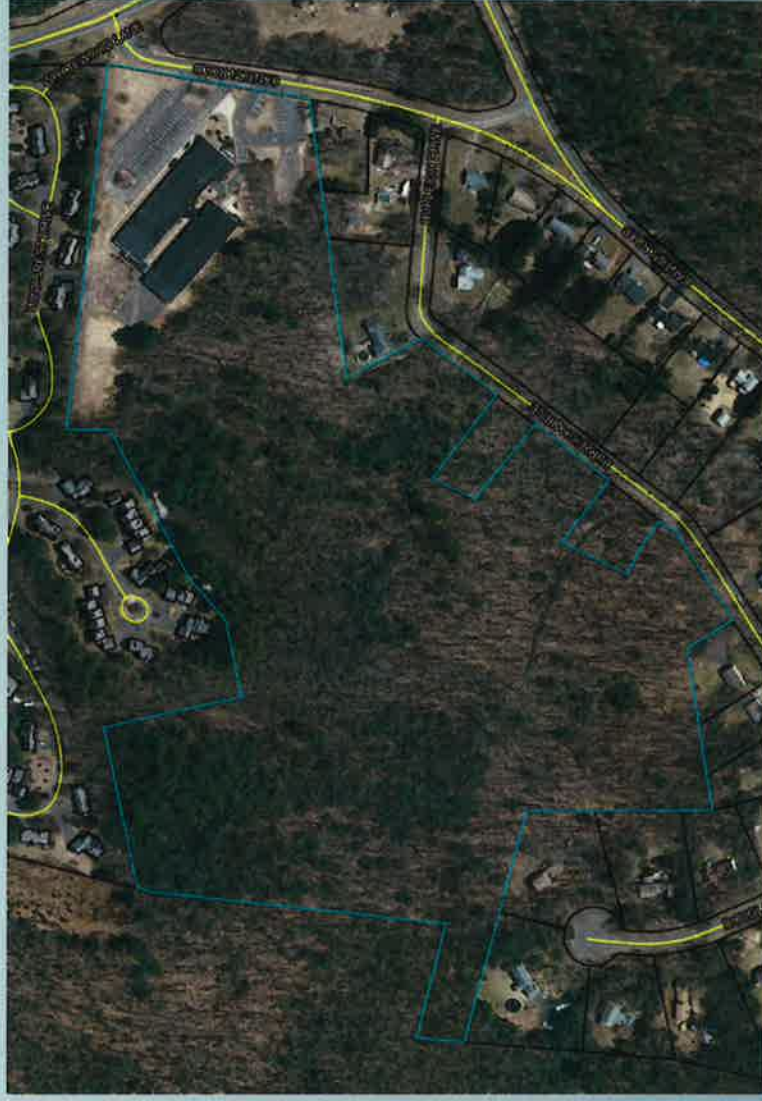
1. 60 Units of Senior Housing / 60 Units of Workforce Housing
2. 70 Units of Senior Housing / 50 Units of Workforce Housing
3. 80 Units of Senior Housing / 40 Units of Workforce Housing
4. Townhouses/Condos*





Repurposing Kearns School Community Update

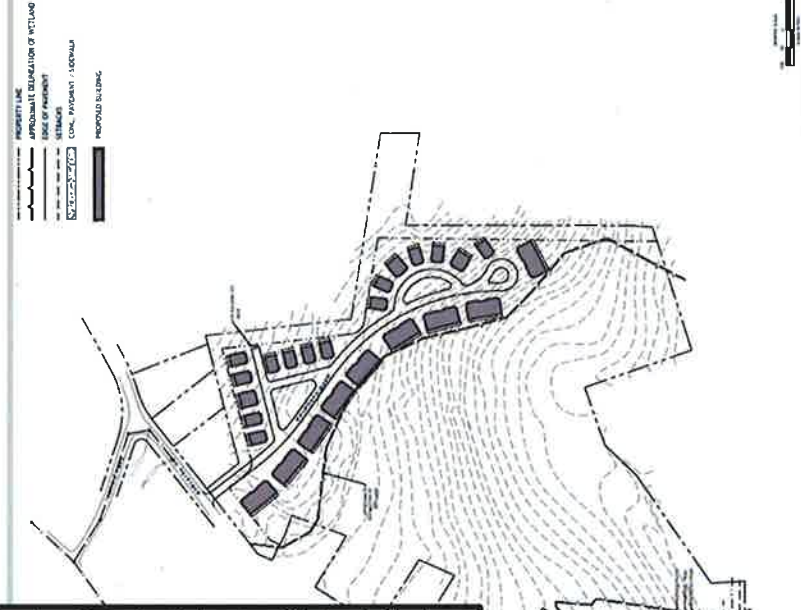
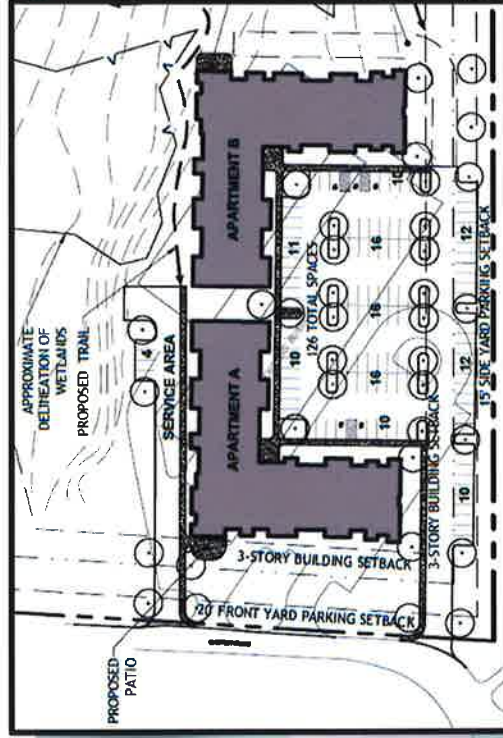
The Existing Site Layout





Repurposing Kearns School Community Update

One Possible Site Layout



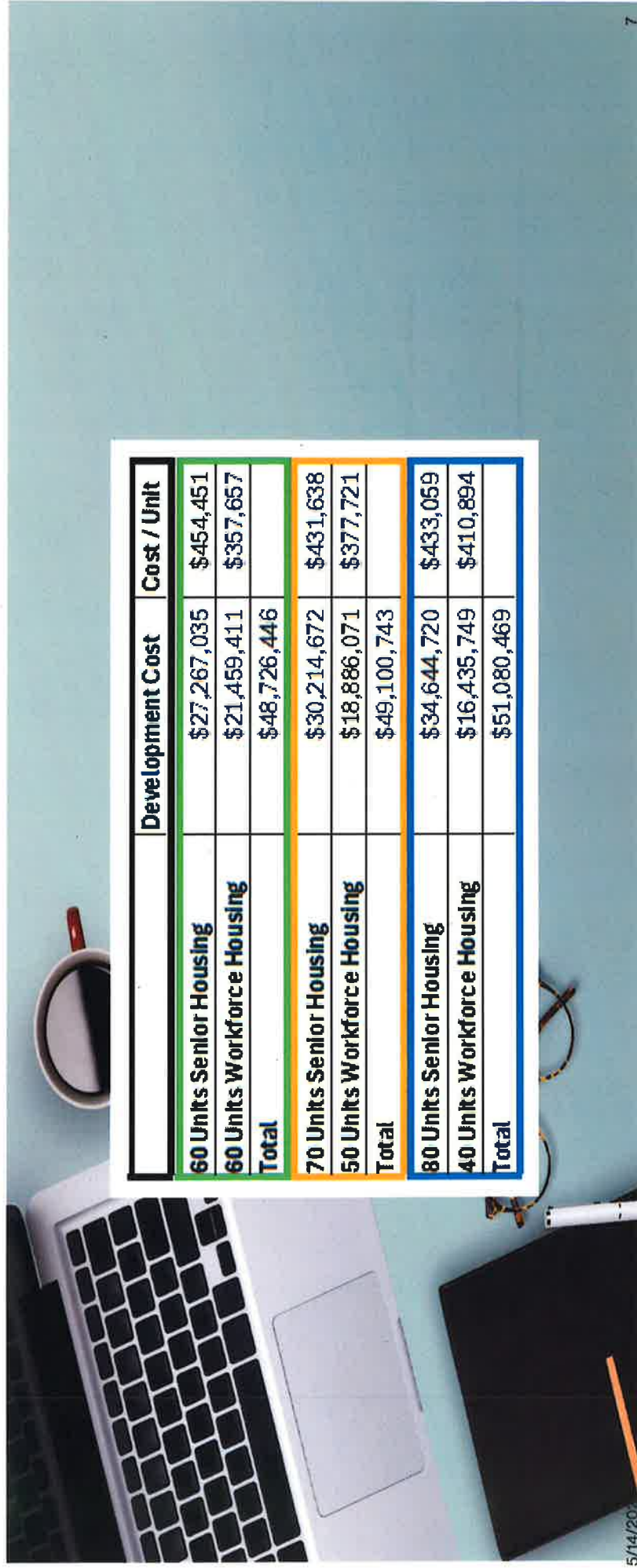


Repurposing Kearns School Community Update

What it May Cost - Investment



	Development Cost	Cost / Unit
60 Units Senior Housing	\$27,267,035	\$454,451
60 Units Workforce Housing	\$21,459,411	\$357,657
Total	\$48,726,446	
70 Units Senior Housing	\$30,214,672	\$431,638
50 Units Workforce Housing	\$18,886,071	\$377,721
Total	\$49,100,743	
80 Units Senior Housing	\$34,644,720	\$433,059
40 Units Workforce Housing	\$16,435,749	\$410,894
Total	\$51,080,469	





Repurposing Kearns School Community Update

The Varying Rents and Income Levels



	Senior Units		Workforce Units		Senior Units		Workforce Units	
	# Units	Rent (1-bd / 2-bd)	# Units	Rent (1-bd / 2-bd)	# Units	Rent (1-bd / 2-bd)	# Units	Rent (1-bd / 2-bd)
30-50% AMI	6	\$712 / \$855	-	-	8	\$712 / \$855	-	-
60% AMI	20	\$1,425 / \$1,710	12	\$1,424 / \$1,709	22	\$1,425 / \$1,710	8	\$1,424 / \$1,709
80% AMI	22	\$1,900 / \$2,280	20	\$1,899 / \$2,279	26	\$1,900 / \$2,280	18	\$1,899 / \$2,279
100% AMI	-	-	-	-	-	-	-	-
120% AMI	12	\$2,700 / \$3,285	28	\$2,848 / \$3,418	14	\$2,700 / \$3,285	24	\$2,848 / \$3,418
Total Units	60		60		70		50	

AMI	1-person	2-person
30%	\$26,610	\$30,390
50%	\$44,350	\$50,650
60%	\$53,220	\$60,780
80%	\$70,960	\$81,040
100%	\$88,620	\$101,280
120%	\$106,344	\$121,536

Sources: 2025 Income Limit Area Definitions Connecticut Metropolitan & Non-Metropolitan Areas (updated 2025 limits expected soon) and DOH 2025 Combine Income Limits.
https://www.chfa.org/assets/1/6/2024_CT_MTSP_Income_Limits_for_LIHTC_developments.pdf
<https://portal.ct.gov/doh/doh/additional-program-pages/rent-and-income-limits>

Note: Build for CT Program for the proposed workforce housing has slightly different income limits, 60% : \$53,172 / \$60,768; 80%: \$70,896 / \$81,024 1- / 2-person household.
<https://portal.ct.gov/doh/doh/programs/build-4-ct>



Repurposing Kearns School Community Update

Potential Financial Impacts to the Town



	Tax Abatement	Taxes	Building Permit Fee	1st Year Benefit	2-10 Year Return	Total 10 Year Benefit
60 Units Senior Housing	80%	\$101,296	\$266,280	\$367,576	\$911,664	
60 Units Workforce Housing	0%	\$385,024	\$221,357	\$606,381	\$3,465,216	
Total		\$486,320	\$487,637	\$973,957	\$4,376,880	\$5,350,837.00
70 Units Senior Housing	80%	\$112,399	\$295,466	\$407,865	\$1,011,591	
50 Units Workforce Housing	20%	\$266,303	\$191,378	\$457,681	\$2,396,727	
Total		\$378,702	\$486,844	\$865,546	\$3,408,318	\$4,273,864.00
80 Units Senior Housing	80%	\$129,563	\$340,584	\$470,147	\$1,166,067	
40 Units Workforce Housing	40%	\$169,974	\$162,869	\$332,843	\$1,529,766	
Total		\$299,537	\$503,453	\$802,990	\$2,695,833	\$3,498,823.00



Repurposing Kearns School Community Update

Next Steps



- ☐ Coalesce around a design and cost
- ☐ Negotiate a Terms Sheet
- ☐ Execute a Development Agreement
 - Terms for Sale of Kearns
 - Concept Plan, Construction Timing
 - Extensive Town Protections
- ☐ Execute a Tax Setting Agreement
 - To make rents affordable
 - Allows the project to be feasible
- ☐ Developer secures loans and grants



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

REGARDING: Town of Granby Town and BOE 10-Year Capital Plan Approval

Please accept the Town of Granby's 10-Year Capital Plan for the Town and Board of Education. The Town Capital Plan totals \$36,279,000 while the Board of Education Capital Plan totals \$33,518,325, for a grand total of \$69,797,325.

These documents are being provided to you for the purpose of communicating the plan and related priorities so that the Board of Selectmen can approve the list consistent with Town of Granby Charter, Chapter 10-2, Section (d).

The capital priorities of each organization are detailed below:

The Town of Granby Capital Priorities:

- | | |
|--|---------------|
| 1. Sewer Pump/Infrastructure Replacement | \$250,000 |
| 2. Bridge Replacement/Inspection Program
(Exclusive of State Reimbursement) | \$2.6 million |
| 3. Rolling Stock (PD and PW continued regular replacement) | \$650,000 |
| 4. GAA 2 nd Ambulance Replacement | \$122,500 |
| 5. RIP – Annual Road Improvement Program | \$1.1 million |
| 6. Public Library Expansion Discussion | \$4.0 million |

The Town of Granby Board of Education Capital Priorities:

- | | |
|---|----------------|
| 1. District Safety and Security Program | \$ 1.2 million |
| 2. GMHS Turf Track and Field replacement | \$ 4.0 million |
| 3. GMMS Renovate to New | \$ TBD |
| 4. Board of Education Building Roof Replacement | \$100,000 |
| 5. District Facility Storage | \$200,000 |

Based on the process the Town has traditionally followed, once the Board of Selectmen approve of the attached list, they will be forwarded to the CPPAC for further review and discussion.

I will be on hand at your meeting to answer any questions you may have on the documents or the process. Thank you.

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Capital Items												
	Roads, Curbing, Sidewalks, Bridges, and Other Infrastructure												
2026-001	Annual Road Improvement Program - subject to updated road ratings		Good	No	-	1,100,000	1,100,000	1,200,000	2,500,000	2,700,000	4,200,000	5,000,000	17,800,000
2026-002	Curbing, Sidewalks, Other Road Related Infrastructure		Good	No	-	25,000	25,000	25,000	50,000	50,000	75,000	-	250,000
2026-100	Bridge 18 - Doherty Road - Salmon Brook - 1956		Good	Yes	-	2,300,000	-	-	-	-	-	-	2,300,000
2026-101	Bridge 04517 - Silver Street - E. Salmon Brook - 1969		Good	Yes	-	300,000	-	-	-	-	-	250,000	550,000
2026-102	Unidentified Culverts/Drainage		Good	No	-	50,000	50,000	50,000	100,000	100,000	150,000	-	500,000
2026-103	Bridge Inspections		Good	Yes	-	15,000	15,000	15,000	30,000	30,000	45,000	-	150,000
2026-104	Bridge 06196 - Thomebrook Dr. - Higley Brook - 1990		Good	Yes	-	-	20,000	80,000	-	-	-	250,000	350,000
2026-105	Bridge 04518 - East Street - E. Salmon Brook - 1937		Good	Yes	-	-	20,000	80,000	-	-	-	-	100,000
2026-106	Bridge 04519 - Wells Road - E. Salmon Brook - 1956		Good	Yes	-	-	-	-	4,000,000	-	-	-	4,000,000
2026-107	Bridge 04523 - Simsbury Road - Bissell Brook - 1956		Good	Yes	-	-	-	-	4,000,000	-	-	-	4,000,000
2026-108	Bridge 04526 - Board Hill Road - W. Salmon Brook - 1956		Good	Yes	-	-	-	-	-	-	-	-	4,000,000
2026-109	Bridge 04525 - Simsbury Road - W. Salmon Brook - 1956		Good	Yes	-	-	-	-	-	-	-	3,000,000	3,000,000
2026-110	Bridge CDOT SPN 55-144 Moosehorn 2019		Good	Yes	-	-	-	-	-	-	-	2,050,000	2,050,000
2026-111	Bridge CDOT 055002 Griffin Road 2019		Good	Yes	-	-	-	-	-	-	-	1,170,000	1,170,000
2026-112	Bridge CDOT SPN 55-146 Donahue 2019		Good	Yes	-	-	-	-	-	-	-	950,000	950,000
2026-113	Bridge CDOT 05010 Hungary Road 2019		Good	Yes	-	-	-	-	-	-	-	900,000	900,000
2026-114	Bridge 04520 - East Street - Bradley Brook - 1937		Good	Yes	-	-	-	-	-	-	-	250,000	250,000
2026-115	Bridge 04521 - Mechanicsville - E. Salmon Brook - 1969		Good	Yes	-	-	-	-	-	-	-	250,000	250,000
2026-116	Bridge 04524 - Barn Door Hills - W. Salmon Brook - 1956		Good	Yes	-	-	-	-	-	-	-	250,000	250,000
2026-117	Bridge 04530 - Doherty Road - Carson Pond Brook - 1956		Good	Yes	-	-	-	-	-	-	-	250,000	250,000
2026-118	Bridge 04531 - Meadowbrook - Bradley Brook - 1956		Good	Yes	-	-	-	-	-	-	-	250,000	250,000
2026-119	Bridge 06197 - Northwoods Road - E. Salmon Brook - 1982		Good	Yes	-	-	-	-	-	-	-	250,000	250,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Capital Items												
	Rolling Stock												
2026-201	Dump Truck with Plow and Sander - 6 Wheeler - Truck 4		Good	No	-	-	-	-	-	-	-	300,000	300,000
2026-202	Dump Truck with Plow and Sander - 6 Wheeler - Truck 6 - FWD		Good	No	-	345,000	-	-	-	-	-	-	345,000
2026-203	Pickup Truck - Mid-size - Truck 19		Good	No	-	160,000	-	-	-	-	-	-	160,000
2026-204	Van - Senior Transport		Good	Yes	-	100,000	-	-	100,000	-	-	100,000	300,000
2026-205	Dump Truck with Plow and Sander - 6 Wheeler - Truck 1		Good	No	-	-	335,000	-	-	-	-	-	335,000
2026-206	Loader - #23		Good	No	-	-	95,000	-	-	-	-	-	95,000
2026-207	Pickup Truck - Mid-size - Truck 12		Good	No	-	-	90,000	-	-	-	-	-	90,000
2026-208	Dump Truck with Plow and Sander - 6 Wheeler - Truck 5		Good	No	-	-	-	305,000	-	-	-	-	305,000
2026-209	Loader - #20		Good	No	-	-	-	-	750,000	-	-	-	750,000
2026-210	Backhoe - #22		Good	No	-	-	-	-	190,000	-	-	-	190,000
2026-211	Pickup Truck - Mid-size - Truck 14		Good	No	-	-	-	-	90,000	-	-	-	90,000
2026-212	Roller - 1 Ton - #64		Good	No	-	-	-	-	20,000	-	-	-	20,000
2026-213	Dump Truck with Plow and Sander - 6 Wheeler - Truck 17		Good	No	-	-	-	-	-	400,000	-	-	400,000
2026-214	Dump Truck with Plow and Sander - 6 Wheeler - Truck 18		Good	No	-	-	-	-	-	400,000	-	-	400,000
2026-215	Pickup Truck - Mid-size - Truck 11		Good	No	-	-	-	-	-	90,000	-	-	90,000
2026-216	Pickup Truck - Mid-size - Truck 130		Good	No	-	-	-	-	-	85,000	-	-	85,000
2026-217	Pickup Truck - Mid-size - Truck 13		Good	No	-	-	-	-	-	65,000	-	-	65,000
2026-218	Pickup Truck - Mid-size - Truck 15		Good	No	-	-	-	-	-	65,000	-	-	65,000
2026-219	Trailer - #38		Good	No	-	-	-	-	-	10,000	-	-	10,000
2026-220	Trailer - #34		Good	No	-	-	-	-	-	8,000	-	-	8,000
2026-221	Trailer - #37		Good	No	-	-	-	-	-	8,000	-	-	8,000
2026-222	Backhoe - #23		Good	No	-	-	-	-	-	-	195,000	-	195,000
2026-223	Excavator - #25		Good	No	-	-	-	-	-	-	145,000	-	145,000
2026-224	Pickup Truck - Mid-size - Truck 16		Good	No	-	-	-	-	-	-	90,000	-	90,000
2026-225	Director vehicle		Good	No	-	-	-	-	-	-	65,000	-	65,000
2026-226	Roller - 3 Ton - #60		Good	No	-	-	-	-	-	-	30,000	-	30,000
2026-227	Trailer - #31		Good	No	-	-	-	-	-	-	20,000	-	20,000
2026-228	Trailer - #32		Good	No	-	-	-	-	-	-	15,000	-	15,000
2026-229	Trailer - #33		Good	No	-	-	-	-	-	-	8,000	-	8,000
2026-230	Dump Truck with Plow and Sander - 6 Wheeler - Truck 2		Good	No	-	-	-	-	-	-	-	400,000	400,000
2026-231	Dump Truck with Plow and Sander - 6 Wheeler - Truck 3		Good	No	-	-	-	-	-	-	-	400,000	400,000
2026-232	Sweeper - #62		Good	No	-	-	-	-	-	-	-	-	-
2026-233	Dump Truck with Plow and Sander - 10 Wheeler - Truck 7		Good	No	-	-	-	-	-	-	-	-	-
2026-234	Skid steer - #8		Good	No	-	-	-	-	-	-	-	-	-
2026-235	Pickup Truck - Mid-size - Truck 10		Good	No	-	-	-	-	-	-	-	-	-
2026-236	Trailer - #35		Good	No	-	-	-	-	-	-	-	-	-
												65,000	65,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Capital Items												
	Operating Equipment												
2026-250	Portable Pipe Cleaner		Good	No	-	20,000	-	-	-	-	-	-	20,000
2026-251	Traffic Counter		Good	No	-	8,000	-	-	-	-	-	-	8,000
2026-252	Paving Box - #39		Good	No	-	-	300,000	-	-	-	-	-	300,000
2026-253	Roadside Mower - #24		Good	No	-	-	125,000	-	-	-	-	-	125,000
2026-254	Mower - #50		Good	No	-	-	80,000	-	-	-	-	-	80,000
2026-255	Roadside Mower Head		Good	No	-	-	-	60,000	-	-	-	-	60,000
2026-256	Mower - #51		Good	No	-	-	-	25,000	-	-	-	-	25,000
2026-257	Tractor - #21		Good	No	-	-	-	-	65,000	-	-	-	65,000
2026-258	Portable welder/generator - #48		Good	No	-	-	-	-	5,000	-	-	-	5,000
2026-259	Screening Plant - #28		Good	No	-	-	-	-	-	40,000	-	-	40,000
2026-260	Mower - #52		Good	No	-	-	-	-	-	30,000	-	-	30,000
2026-261	Curbing Machine - #69		Good	No	-	-	-	-	-	8,000	-	-	8,000
2026-262	Roadside Mower Head		Good	No	-	-	-	-	-	-	195,000	-	195,000
2026-263	Wood Chipper - #27		Good	No	-	-	-	-	-	-	60,000	-	60,000
2026-264	Tractor - #55		Good	No	-	-	-	-	-	-	30,000	-	30,000
2026-265	Mower - #53		Good	No	-	-	-	-	-	-	30,000	-	30,000
2026-266	Mower - #54		Good	No	-	-	-	-	-	-	30,000	-	30,000
2026-267	Road Saw - #61		Good	No	-	-	-	-	-	-	15,000	-	15,000
2026-268	Lift - #68		Good	No	-	-	-	-	-	-	-	125,000	125,000
2026-269	RTV - #57		Good	No	-	-	-	-	-	-	-	30,000	30,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Town Hall Capital Items												
2026-300	Miscellaneous Furniture, Fixtures, and Equipment												
2026-301	Capital Contribution to GAA (1/3 of two new ambulances)		Good	No	-	122,500	-	-	-	-	-	-	122,500
2026-302	Servers		Good	No	-	30,000	30,000	-	-	60,000	60,000	-	180,000
2026-303	Furn., Fixtures, & Equipment		Good	No	-	10,000	10,000	10,000	25,000	25,000	25,000	-	105,000
2026-304	Wifi Access Points		Good	No	-	-	-	49,500	-	-	-	49,500	99,000
2026-305	Security Camera Equipment and Storage		Good	No	-	-	-	10,000	-	10,000	-	10,000	30,000
2026-306	Townwide PCs and Monitors		Good	No	-	-	-	-	127,500	-	-	127,500	255,000
2026-307	Townwide Laptops		Good	No	-	-	-	-	100,000	-	100,000	-	200,000
2026-308	Network Switches		Good	No	-	-	-	-	75,000	75,000	-	150,000	300,000
2026-309	Redundant Firewalls		Good	No	-	-	-	-	40,000	-	40,000	-	80,000
2026-310	Town Phone System		Good	No	-	-	-	-	-	-	-	75,000	75,000
	Avaya Phone System J179 2023		Good	No	-	-	-	-	-	-	-	50,000	50,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Buildings and Infrastructure												
	Public Works												
2026-310	Pumping Station - 166 Salmon Brook Street		Good	No	-	108,000	-	-	-	-	-	-	108,000
2026-311	Pumping Station - Route 189		Good	No	-	87,000	-	-	-	-	-	-	87,000
2026-312	Pumping Station Generator - 166 Salmon Brook Street		Good	No	-	54,000	-	-	-	-	-	-	54,000
2026-313	DPW Interior Drainage Repairs		Good	No	-	16,000	-	-	-	-	-	-	16,000
2026-314	DPW Install Stairway from Mezzanine to Ground		Good	No	-	15,000	-	-	-	-	-	-	15,000
2026-315	DPW Garage Roof Replacement		Good	No	-	11,000	100,000	-	-	-	-	-	111,000
2026-316	DPW Overhead/Passage Doors/Doors		Good	No	-	8,000	8,000	8,000	14,000	12,000	68,000	-	118,000
2026-317	DPW Fuel Pump Station Concrete Repairs		Good	No	-	-	10,000	-	-	-	-	-	10,000
2026-318	DPW Salt Storage Repairs		Good	No	-	-	-	18,000	-	-	-	-	18,000
2026-319	DPW Furnace/AC Replcm.		Good	No	-	-	-	15,000	-	15,000	-	-	30,000
2026-320	DPW Furniture/Fixtures/Apparatus		Good	No	-	-	-	5,000	5,000	-	-	-	10,000
2026-321	DPW Cold Storage Renovation/Build		Good	No	-	-	-	-	50,000	-	-	-	50,000
2026-322	DPW Window Replacement		Good	No	-	-	-	-	18,000	-	-	-	18,000
2026-323	DPW Ceiling Tiles/Duct Cleaning/Painting		Good	No	-	-	-	-	8,000	-	-	-	8,000
2026-324	DPW Salt Shed		Good	No	-	-	-	-	-	-	-	315,000	315,000
2026-325	Transfer Station - 7 Sheds		Good	No	-	-	-	-	-	-	-	108,000	108,000
2026-326	Transfer Station Building Replacement		Good	No	-	-	-	-	-	-	-	100,000	100,000
2026-327	DPW Generator		Good	No	-	-	-	-	-	-	-	54,000	54,000
2026-328	DPW Exterior Building Repairs & Roof		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-329	DPW Garage Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-330	Transfer Station Rebuild/Repair Sheds		Good	No	-	-	-	-	-	-	-	40,000	40,000
2026-331	DPW Garage HVAC Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-332	DPW Garage Window/Door Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-333	DPW Garage Plumbing Repairs		Good	No	-	-	-	-	-	-	-	5,000	5,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Buildings and Infrastructure												
	Police Department												
2026-350	Police Station HVAC Replacement		Good	No	-	10,000	10,000	10,000	-	-	-	2,700,000	2,730,000
2026-351	Police Station Repointing and Masonry Repairs		Good	No	-	5,000	-	-	-	-	-	250,000	255,000
2026-352	Police Station Roof Replacement		Good	No	-	-	-	-	-	-	-	250,000	250,000
2026-353	Police Station Window/Doors Replacement		Good	No	-	-	-	-	-	-	-	150,000	150,000
2026-354	Police Station Plumbing Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-355	Animal Shelter HVAC Replacement		Good	No	-	-	-	-	-	-	-	15,000	15,000
2026-356	Animal Shelter Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	15,000	15,000
2026-357	Animal Shelter Roof Replacement		Good	No	-	-	-	-	-	-	-	15,000	15,000
2026-358	Animal Shelter Window/Door Replacement		Good	No	-	-	-	-	-	-	-	10,000	10,000
2026-359	Animal Shelter Plumbing Repairs		Good	No	-	-	-	-	-	-	-	5,000	5,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY36	TOTAL
	Public Works Buildings and Infrastructure												
	Library Department												
2026-400	Main Library Expansion		Good	Yes		4,000,000	-	-					4,000,000
2026-401	GPL Generator		Good	No	-	65,000	-	-	-	-	-	-	65,000
2026-402	GPL Hang French Door to Reading Rm		Good	No	-	20,000	-	-	-	-	-	-	20,000
2026-403	GPL Automatic Entry Doors Replacement		Good	No	-	15,000	-	-	-	-	-	-	15,000
2026-404	GPL Book Drops Replacement		Good	No	-	12,000	-	-	-	-	-	-	12,000
2026-405	GPL New Library Signage		Good	No	-	-	10,000	-	-	-	-	-	10,000
2026-406	GPL Rear Staff Entrance & Parking: ADA Compliance		Good	No	-	-	-	25,000	-	-	-	-	25,000
2026-407	GPL EV Charging Stations		Good	Yes	-	-	-	-	37,000	-	-	-	37,000
2026-408	Cossitt Library Downstairs Entrance		Good	No	-	-	-	-	20,000	-	-	-	20,000
2026-409	Cossitt Library Septic System		Good	No	-	-	-	-	10,000	-	-	-	10,000
2026-410	Main Library HVAC Replacement		Good	No	-	-	-	-	-	-	-	4,100,000	4,100,000
2026-411	Main Library Roof Replacement		Good	No	-	-	-	-	-	-	-	250,000	250,000
2026-412	Main Library Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	125,000	125,000
2026-413	Main Library Window/Door Replacement		Good	No	-	-	-	-	-	-	-	75,000	75,000
2026-414	Cossitt Library Window/Door Replacement		Good	No	-	-	-	-	-	-	-	45,000	45,000
2026-415	Cossitt Library HVAC Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-416	Cossitt Library Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-417	Cossitt Library Roof Replacement		Good	No	-	-	-	-	-	-	-	20,000	20,000
2026-418	Main Library Plumbing Repairs		Good	No	-	-	-	-	-	-	-	20,000	20,000
2026-419	Cossitt Library Plumbing Repairs		Good	No	-	-	-	-	-	-	-	20,000	20,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Buildings and Infrastructure												
	Town Hall												
2026-450	TH Town Clerk Land Record Book Shelving		Good	No	-	30,000	-	-	-	-	-	-	30,000
2026-451	TH Town Clerk Vault Door Replacement		Good	No	-	20,000	-	-	-	-	-	-	20,000
2026-452	Town Hall Window/Door Replacement		Good	No	-	15,000	15,000	15,000	15,000	-	-	250,000	310,000
2026-453	TH Town Clerk Central Filing System		Good	No	-	-	50,000	-	-	-	-	-	50,000
2026-454	TH Town Clerk Non-combustible Flooring		Good	No	-	-	25,000	-	-	-	-	-	25,000
2026-455	Town Hall HVAC Replacement/Town Clerk Vault HVAC		Good	No	-	-	15,000	30,000	-	-	-	4,100,000	4,145,000
2026-456	Town Hall Roof Replacement		Good	No	-	-	-	-	-	-	-	250,000	250,000
2026-457	83 Salmon Brook Street Building (Freshies)		Good	No	-	-	-	-	-	-	-	75,000	75,000
2026-458	Town Hall Generator		Good	No	-	-	-	-	-	-	-	54,000	54,000
2026-459	Town Hall Plumbing Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-460	Town Hall Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-461	Gazebo - Town Center		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-462	Drummer Building - 11 North Granby Road		Good	No	-	-	-	-	-	-	-	10,000	10,000

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Public Works Buildings and Infrastructure												
	Community Services (Senior, Youth, Parks and Recreation)												
2026-500	SBP Bathroom (Renovation or additional)		Good	No	-	100,000	-	-	-	-	-	-	100,000
2026-501	SBP Storage Garage		Good	No	-	50,000	-	-	-	-	-	40,000	90,000
2026-502	SC Furniture		Good	No	-	40,000	-	-	-	-	-	-	40,000
2026-503	SBP Stairlift for Storage		Good	No	-	10,000	-	-	-	-	-	-	10,000
2026-504	SBP Ductless Air Splits		Good	No	-	10,000	-	-	-	-	-	-	10,000
2026-505	SBP Lifeguard Chair replacement		Good	No	-	8,500	-	-	-	-	-	-	8,500
2026-506	HF - Stone Dust Path		Good	No	-	5,000	-	-	-	-	-	-	5,000
2026-507	SBP Swim Building Rebuild		Good	No	-	-	-	100,000	-	-	-	-	100,000
2026-508	SC Carpet Replacement		Good	No	-	-	-	25,000	-	-	-	-	25,000
2026-509	Senior/Youth Center HVAC Replacement		Good	No	-	-	-	-	-	-	-	2,300,000	2,300,000
2026-510	Holcomb Farm Roof Replacement		Good	No	-	-	-	-	-	-	-	250,000	250,000
2026-511	Holcomb Farm Window/Door Replacement		Good	No	-	-	-	-	-	-	-	250,000	250,000
2026-512	Senior/Youth Center Roof Replacement		Good	No	-	-	-	-	-	-	-	175,000	175,000
2026-513	SBP Main Office Building Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	150,000	150,000
2026-514	SBP Main Office Building Roof Replacement		Good	No	-	-	-	-	-	-	-	150,000	150,000
2026-515	SBP Small Playground Replacement		Good	No	-	-	-	-	-	-	-	100,000	100,000
2026-516	Senior/Youth Center Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	75,000	75,000
2026-517	SBP Band Shell Roof Replacement		Good	No	-	-	-	-	-	-	-	54,000	54,000
2026-518	Senior/Youth Center Window/Door Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-519	Senior/Youth Center - Generator		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-520	Pond Dredging		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-521	Holcomb Farm Dwelling HVAC Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-522	Holcomb Farm Dwelling Window/Door Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-523	Holcomb Farm HVAC Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-524	Holcomb Farm Plumbing Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-525	Holcomb Farm Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-526	SBP Main Office Building HVAC Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-527	SBP Main Office Building Window/Door Replacement		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-528	SBP Rec Building Roof Repair		Good	No	-	-	-	-	-	-	-	30,000	30,000
2026-529	Generator for SBP Parkhouse		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-530	Generator for NB Pavilion		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-531	Bathroom Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-532	Bathroom Roof Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-533	Holcomb Farm Dwelling Plumbing Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-534	Holcomb Farm Dwelling Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-535	Holcomb Farm Dwelling Roof Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-536	SBP Main Office Building Plumbing Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-537	SBP Pond Dock Replacement		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-538	Senior/Youth Center Plumbing Repairs		Good	No	-	-	-	-	-	-	-	25,000	25,000
2026-539	Digital Sign SBP Entrance		Good	No	-	-	-	-	-	-	-	15,000	15,000
2026-540	Bathroom Window/Door Replacement		Good	No	-	-	-	-	-	-	-	15,000	15,000
2026-541	Bathroom Plumbing Repairs		Good	No	-	-	-	-	-	-	-	5,000	5,000
2026-542	SBP Band Shell Plumbing Repairs		Good	No	-	-	-	-	-	-	-	5,000	5,000
2026-543	SBP Band Shell Window/Door Replacement		Good	No	-	-	-	-	-	-	-	5,000	5,000
2026-544	Bathroom HVAC Replacement		Good	No	-	-	-	-	-	-	-	-	-
2026-545	SBP Band Shell HVAC Replacement		Good	No	-	-	-	-	-	-	-	-	-
2026-546	SBP Band Shell Repointing and Masonry Repairs		Good	No	-	-	-	-	-	-	-	-	-

TOWN OF GRANBY
CAPITAL IMPROVEMENT PLAN (Excluding the BOE)
FY27 - FY36

Ref #	Project Description	Funding Source	Estimate Confidence	Other Funding	Recom.	FY27	FY28	FY29	FY30 & FY31	FY32 & FY33	FY34 - FY36	Beyond FY 36	TOTAL
	Police Department Capital Items												
	Rolling Stock and Equipment												
2026-551	Police Cruiser VID #20		Good	No	-	70,000	-	-	-	-	-	-	70,000
2026-552	Police Cruiser VID #10		Good	No	-	65,000	-	-	-	-	-	-	65,000
2026-553	PD Fire Alarm Panel Replacement		Good	No	-	11,000	-	-	-	-	-	-	11,000
2026-554	PD Window Security Protection		Good	No	-	7,000	-	-	-	-	-	-	7,000
2026-555	Police Mobile Data Terminal (MDT) x6		Good	No	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	35,000
2026-556	PD Stairway Replacement		Good	No	-	90,000	-	-	-	-	-	-	90,000
2026-557	Police Cruiser VID #40		Good	No	-	70,000	-	-	-	-	-	-	70,000
2026-558	Police Cruiser VID #30		Good	No	-	65,000	-	-	-	-	-	-	65,000
2026-559	PD Impound Lot Upgrades		Good	No	-	20,000	-	-	-	-	-	-	20,000
2026-560	PD AEDs for Cruisers		Good	No	-	5,000	5,000	5,000	5,000	5,000	5,000	10,000	35,000
2026-561	Police/TH Video Security System		Good	No	-	5,000	-	-	5,000	-	-	-	15,000
2026-562	PD Electric Bicycles		Good	No	-	3,000	-	-	-	3,000	-	-	6,000
2026-563	Police Cruiser VID #60		Good	No	-	-	-	70,000	-	-	-	-	70,000
2026-564	Police Cruiser VID #50		Good	No	-	-	-	65,000	-	-	-	-	65,000
2026-565	PD Office Furniture/Storage		Good	No	-	-	-	20,000	-	-	-	-	20,000
2026-566	PD Storage Shed		Good	No	-	-	-	15,000	-	-	-	-	15,000
2026-567	PD Speed Trailers		Good	No	-	-	-	10,000	-	10,000	-	10,000	30,000
2026-568	M4 Rifle Suppressors		Good	No	-	-	-	10,000	-	-	-	-	10,000
2026-569	Police Cruiser VID #90		Good	No	-	-	-	-	70,000	-	-	-	70,000
2026-570	Police Cruiser VID #96		Good	No	-	-	-	-	70,000	-	-	-	70,000
2026-571	Police Cruiser VID #70		Good	No	-	-	-	-	65,000	-	-	-	65,000
2026-572	Police Cruiser VID #95		Good	No	-	-	-	-	65,000	-	-	-	65,000
2026-573	PD Variable Message Board		Good	No	-	-	-	-	15,000	-	-	-	15,000
2026-574	Police Cruiser VID #100		Good	No	-	-	-	-	-	70,000	-	-	70,000
2026-575	Police Cruiser VID #97		Good	No	-	-	-	-	-	65,000	-	-	65,000
2026-576	Police Cruiser VID #110		Good	No	-	-	-	-	-	65,000	-	-	65,000
2026-577	Police Station Generator		Good	No	-	-	-	-	-	-	-	50,000	50,000
2026-578	PD Carpet Replacement		Good	No	-	-	-	-	-	-	-	27,000	27,000
TOTALS						9,458,000	2,801,000	2,360,500	16,744,500	4,509,000	5,706,000	36,279,000	77,858,000

**BOE
CAPITAL IMPROVEMENT PLAN
FY25 - FY34**

Ref #	Project Description	Funding Source	BOF App	BOS Rec.	BOE Rec.	Supt. Rec.	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	TOTAL
	Kelly Lane Primary School																
	KL Flat Roof (w/o state 2,780,000)						1,271,016	0	0	0	0	0	0	0	0	0	1,271,016
	KL Boiler Replacement						0	0	0	0	0	0	0	0	0	0	575,000
	KL Parking Lot resurfacing and Expansion						0	0	0	0	0	0	0	0	0	0	378,758
	Catchbasin replacement (6)						0	0	0	0	0	0	0	0	0	0	100,000
	KL Oil Tank Removal & Alternate Fuel Replacement						0	0	0	0	0	0	0	0	0	0	120,000
	Water System Upgrade (Kelly Lane water storage tank and associated mechanicals should be studied prior to replacement along with Wells Road potable water provisions both have similar installations.)						0	0	0	0	0	0	0	0	0	0	600,000
	Interior Fire Door Replacement (Fire Code)						50,000	0	0	0	0	0	0	0	0	0	50,000
	KL Air Conditioning						0	0	0	0	0	0	0	0	0	1	1
	KL RTU Replacement & air conditioning						0	0	0	0	0	0	0	0	0	1	1
	RTU 1						0	0	0	0	0	0	0	0	0	350,000	350,000
	RTU 2						0	0	0	0	0	0	0	0	0	350,000	350,000
	RTU 3						0	0	0	0	0	0	0	0	0	350,000	350,000
	RTU 4						0	0	0	0	0	0	0	0	0	350,000	350,000
	KL Fencing						0	0	0	0	0	0	0	0	0	0	40,000
	KL Shed						0	0	0	0	0	0	0	0	0	15,000	15,000
	KL Water heaters (2) (see H2O Sheet)						0	0	0	0	0	0	0	0	0	0	30,000
	Kelly Lane courtyard paver replacement						0	0	0	0	0	0	0	0	0	0	1
	Kelly Lane Gym Floors:						0	0	0	0	0	0	0	0	0	1	1
	Kelly Lane Rubber floor replacement						0	0	0	0	0	0	0	0	0	0	60,000
	Kelly Lane Wood floor replacement						0	0	0	0	0	0	0	0	0	0	125,000
	Kelly Lane Bathroom Renovations						0	0	0	0	0	0	0	0	0	0	90,000
	Pavilion 20'x40' (Cement slab and Piers)						0	0	0	0	0	0	0	0	0	0	78,200
	Playground updates						0	0	0	0	0	0	75,000	0	0	0	75,000
	Courtyard redesign/outdoor learning space/compost						0	0	0	0	0	0	0	0	0	0	100,000
	Kelly Lane Primary School Total						2,041,016	378,758	0	90,000	75,000	0	0	0	0	2,623,264	6,107,978
	Wells Road Intermediate School																
	WR Roof (1,375,000 w/o state)						1,451,810	0	0	0	0	0	0	0	0	0	1,451,810
	WR Boiler Replacement						0	0	0	0	0	0	0	0	0	0	575,000
	WR Parking Lot resurfacing						0	0	0	0	0	0	0	0	0	0	378,758
	Catchbasin replacement (6)						0	0	0	0	0	0	0	0	0	0	100,000
	Business walls Repair						90,000	0	0	0	0	0	0	0	0	0	90,000
	WR Building Envelope Repair - Extensive						110,000	0	0	0	0	0	0	0	0	0	110,000
	Parking Lot Reconfiguration						350,000	0	0	0	0	0	0	0	0	0	350,000
	WR Oil Tank Removal & Alternate Fuel Replacement						120,000	0	0	0	0	0	0	0	0	0	120,000
	Water System Upgrade (Kelly Lane water storage tank and associated mechanicals should be studied prior to replacement along with Wells Road potable water provisions both have similar installations.)						0	0	0	0	0	0	0	0	0	0	600,000
	Interior Fire Door Replacement (Fire Code)						50,000	0	0	0	0	0	0	0	0	0	50,000
	Bathroom Renovations (cost per bathroom)						90,000	0	0	0	0	0	0	0	0	0	90,000
	WR Fencing						0	0	0	0	0	0	0	0	0	0	40,000
	WR RTU Replacement & air conditioning						0	0	0	0	0	0	0	0	0	1	1
	RTU 1						0	0	0	0	0	0	0	0	0	0	350,000
	RTU 2						0	0	0	0	0	0	0	0	0	0	350,000
	RTU 3						0	0	0	0	0	0	0	0	0	0	350,000
	RTU 4						0	0	0	0	0	0	0	0	0	0	350,000
	WR Gym Floors:						0	0	0	0	0	0	0	0	0	1	1

**BOE
CAPITAL IMPROVEMENT PLAN
FY25 - FY34**

Ref #	Project Description	Funding Source	BOF App Rec.	BOS Rec.	BOE Rec.	Supt. Rec.	FY28	FY29	FY30	FY31	FY32	FY33	FY34	TOTAL
	WR Rubber floor replacement						0	0	0	0	0	0	60,000	60,000
	WR Wood floor replacement						0	0	0	0	0	0	125,000	125,000
	WR Shed						0	0	0	0	0	0	15,000	15,000
	WR Ventilation & Building Management System						0	0	0	0	0	0	0	0
	WR Water heaters (see H2O Sheet)						0	0	0	0	0	0	0	0
	WR Window Replacement (just affected areas)						0	0	0	0	0	0	0	0
	Pavilion 20'x40' (Cement slab and Piers)						0	0	30,000	0	0	0	0	30,000
	Cafeteria and stage renovation						0	0	0	0	0	0	150,000	150,000
	Wells Road Intermediate School Total						0	0	1,430,000	600,000	0	0	0	600,000
	Granby Memorial Middle School						0	2,861,618	0	0	0	0	1,521,961	6,413,671
	Renovate to NEW entire MS, age is 32 years old (\$20,000,000)													0
	Otherwise all of the following will be needed:													0
	Fire rated doors (50)						0	0	0	0	0	0	50,000	50,000
	Modernize Instructional Spaces (for study)						0	0	0	0	0	0	0	0
	Security, fire panel, and equipment upgrade						150,000	0	0	0	0	0	0	150,000
	Window replacement						0	0	0	0	0	0	0	0
	Replace all bathroom fixtures (cost per bathroom)						0	0	0	0	0	0	0	0
	HVAC controls upgrade						0	0	0	0	0	0	0	0
	Ceiling tiles						0	0	0	0	0	0	0	0
	MS Bleachers						0	0	0	0	0	0	0	0
	MS Ecology Center maintenance and upgrades						0	0	0	0	0	0	0	0
	MS Kitchen Equipment (Renovation List)						0	0	0	0	0	0	0	0
	MS Kitchen: Lighting						0	0	0	0	0	0	0	0
	MS Kitchen: Paint						0	0	0	0	0	0	0	0
	MS Kitchen: Dishwasher						0	0	0	0	0	0	0	0
	MS Kitchen: Fridge and Freezer rehab						0	0	0	0	0	0	0	0
	MS Kitchen: Hood relocation						0	0	0	0	0	0	0	0
	MS Kitchen: Equipment Relocation						0	0	0	0	0	0	0	0
	MS Parking Lot resurfacing (combined with HS total 1,327,857)						0	0	0	0	0	0	0	0
	MS Roll-off Trailer (s)/Storage Containers and all systems apparatus) with A/C						0	0	0	0	0	0	0	0
	RTU 1						0	0	0	0	0	0	0	0
	RTU 2						0	0	0	0	0	0	0	0
	RTU 3						0	0	0	0	0	0	0	0
	RTU 4						0	0	0	0	0	0	0	0
	RTU 5						0	0	0	0	0	0	0	0
	RTU 6						0	0	0	0	0	0	0	0
	RTU 7						0	0	0	0	0	0	0	0
	MS Shed						0	0	0	0	0	0	0	0
	MS Sprinkler System - Updating						0	0	0	0	0	0	0	0
	MS Water heaters: Electric						0	0	0	0	0	0	0	0
	Gas Tankless (MS Kitchen)						0	0	0	0	0	0	0	0
	Pavilion 20'x40' (Cement slab and Piers)						0	0	40,000	0	0	0	0	40,000
	MS Elevator (in ground cylinder replacement 75,000 per elevator)						0	0	15,000	0	0	0	0	15,000
	Granby Memorial Middle School Total						0	0	66,000	0	0	0	75,000	75,000
							180,000	880,000	0	0	0	0	3,688,210	4,283,210

**BOE
CAPITAL IMPROVEMENT PLAN
FY28 - FY34**

Ref #	Project Description	Funding Source	BOF App	BOS Rec.	BOE Rec.	Supt. Rec.	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	TOTAL
	Granby Memorial High School																
	Storage space - Auditorium & Drama						0	150,000	0	0	0	0	0	0	0	0	150,000
	Interior Fire Door Replacement (Fire Code)						0	150,000	0	0	0	0	0	0	0	0	150,000
	HS Community Gym Bleachers						0	0	0	0	0	0	0	0	0	35,750	35,750
	HS Main Gym Bleachers						0	0	0	0	0	0	0	0	0	0	98,750
	HS Corridor Tile Replacement (All Buildings)						0	0	0	0	0	0	0	0	0	250,000	250,000
	HS Fencing						0	0	0	0	0	0	0	0	0	70,000	70,000
	HS Irrigation System						0	0	0	0	0	0	0	0	0	75,000	75,000
	HS MS Parking Lot resurfacing						0	0	0	0	0	0	0	0	0	1,327,857	1,327,857
	HS Water heaters (see H2O Sheet)						0	0	0	0	0	0	0	0	0	0	40,000
	MS RTU Top Unit Replacement (include air handlers and all systems apparatus) with A/C						0	0	0	0	0	0	0	0	0	0	0
	HS RTU Replacement #15						0	0	0	0	0	0	0	0	0	1	1
	HS RTU Replacement #14						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #13						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #12						0	0	0	0	0	0	0	0	0	0	350,000
	HS RTU Replacement #11						0	350,000	0	0	0	0	0	0	0	0	350,000
	HS RTU Replacement #10						0	0	0	0	0	0	0	0	0	0	350,000
	HS RTU Replacement #1						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #2						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #3						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #4						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #5						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #6						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #7						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #8						0	0	0	0	0	0	0	0	0	350,000	350,000
	HS RTU Replacement #9						0	0	0	0	0	0	0	0	0	350,000	350,000
	Pavilion 20'x40' (Cement slab and Piers)						0	0	0	0	0	0	0	0	0	0	78,200
	HS Elevator (in ground cylinder replacement 75,000 per elevator)						0	0	0	0	0	0	0	0	0	0	0
	Granby Memorial High School Total						0	850,000	0	0	0	40,000	0	0	0	225,000	225,000
							0	0	0	0	0	0	0	0	0	7,410,558	8,100,558
	Maintenance Vehicles																0
	Ford F-450 4X4						0	0	0	0	0	0	0	0	0	1	1
	Ford F-350 4X4 Sideside						0	0	0	0	0	0	0	0	0	60,000	60,000
	Ford F-350 4X4						0	0	0	0	0	0	0	0	0	60,000	60,000
	Ford E150 Cargo Van						0	0	0	0	0	0	0	0	0	40,000	40,000
	Ford E-150 Cargo Van						0	0	0	0	0	0	0	0	0	40,000	40,000
	Maintenance Trailer						0	0	0	0	0	0	0	0	0	1	1
	Ford Full Size Van						0	0	0	0	0	0	0	0	0	40,000	40,000
	Maintenance Trailer						0	0	0	0	0	0	0	0	0	1	1
	Ford Full Size Van						0	0	0	0	0	0	0	0	0	10,000	10,000
	Trailer 6 x 12						0	0	0	0	0	0	0	0	0	8,000	8,000
	Robotics Trailer						0	0	0	0	0	0	0	0	0	0	0
	Ford F-450 4X4						0	0	0	0	0	0	0	0	0	1	1
	Maintenance Trailer						0	0	0	0	0	0	0	0	0	0	0
	Maintenance Vehicles Total						0	0	0	0	0	0	0	0	0	250,000	250,000

**BOE
CAPITAL IMPROVEMENT PLAN
FY25 - FY34**

Ref #	Project Description	Funding Source	BOF App	BOE Rec.	Supt. Rec.	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	TOTAL
	Athletics															
	HS Rolloff Trailer (s)/Storage Containers					0	0	0	0	0	0	0	0	0	0	10,000
	HS Sheds - Turf Field (2)					0	0	0	0	0	0	0	0	0	0	500,000
	HS Snack Shack- Booster club supported					0	0	0	0	0	0	0	0	0	0	1
	HS Softball Shed					0	0	0	0	0	0	0	0	0	0	10,000
	HS Stadium Bleachers					0	0	0	0	0	0	0	0	0	0	500,000
	HS Tennis Court Replacement					0	0	0	0	0	0	0	0	0	0	240,000
	HS Track Resurface Only					0	0	0	0	0	0	0	0	0	0	400,000
	HS Track Replacement					0	0	0	0	0	0	0	0	0	0	1,200,000
	HS Synthetic Turf Replacement					0	0	0	0	0	0	0	0	0	0	1
	Stadium Field					0	0	0	0	0	0	0	0	0	0	600,000
	Turf Field 2					0	0	0	0	0	0	0	0	0	0	500,000
	HS Bleachers Community Gym					0	0	0	0	0	0	0	0	0	0	45,000
	HS Bleachers Main Gym					0	0	0	0	0	0	0	0	0	0	105,000
	New softball/baseball turf infields					0	0	0	0	0	0	0	0	0	0	1,500,000
	Athletics Totals					0	0	0	0	0	0	0	0	0	0	5,610,002
	Board of Ed / Central Services															
	Roof					75,000	0	0	0	0	0	0	0	0	0	75,000
	Office reconfiguration					0	0	0	0	0	0	0	0	0	0	40,000
	Board of Ed / Central Services Total					75,000	0	0	0	0	0	0	0	0	0	115,000
	School Busses															
	Bus Year 2024					0	0	0	0	1	0	0	0	0	0	1
	Bus Year 2025					0	0	0	0	0	1	0	0	0	0	1
	Bus Year 2026					0	0	0	0	0	0	0	0	0	0	1
	Bus Year 2027					0	0	0	0	0	0	1	0	0	0	1
	Bus Year 2028					0	0	0	0	0	0	0	1	0	0	1
	Bus Year 2029					0	0	0	0	0	0	0	0	1	0	1
	Bus Year 2030					0	0	0	0	0	0	0	0	0	0	1
	School Busses Total					0	0	0	0	1	1	1	1	1	1	7
	District															
	Facilities Storage					0	150,000	0	0	0	0	0	0	0	0	150,000
	District Waterless Urinals					0	0	0	0	0	0	0	0	0	0	50,000
	District Wide Lighting Upgrades-Energy efficiency					0	0	0	0	0	0	0	0	0	0	450,000
	Keying/Alarm System System					0	0	0	0	0	0	0	0	0	0	3,000,000
	District Total					0	150,000	0	0	0	0	0	0	0	0	3,650,000
	BOE CAPITAL IMPROVEMENT PROGRAM TOTAL					225,000	6,692,826	0	378,758	0	1,616,000	675,000	0	0	23,931,941	33,618,325



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectman

FROM: Mike Walsh, Granby Town Manager 

REGARDING: **Approval of Fire Marshall Camera Grant and Related Spending**

Background

Recently, Brian Long, the Town of Granby's Fire Marshall applied for and received a \$500 grant to be used for the purchase of a camera to support his duties with respect to investigating and preventing fires within town.

This grant does not require any matching funds from the Town.

Next Steps

With the grant secured, the Finance Department needs to record the grant in its own account and then allow the purchase of the camera to close out the account, thereby completing the grant transaction. These two actions require Board of Selectmen approval.

In most cases, Grants are recorded as Special Revenue and do not impact the General Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for approval, and respectfully request the following motion be made to allow the Town to accept and expend the \$500 for the purchase and use of a camera by the Fire Marshall.

PROPOSED MOTION:

I move that the Board of Selectmen accept a \$500 grant as secured by Brian Long, the Town of Granby Fire Marshall, and to approve the expenditure of \$500 for the purchase of a camera to be used by the Fire Marshal in the normal, day to day business of the Fire Marshall's Office.

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

CC: Kimi Cheng, Director of Finance
Brian Long, Fire Marshall
Catherine Lanyon, Grants Administrator



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectman

FROM: Mike Walsh, Granby Town Manager 

REGARDING: Approval of Community Fund, Inc. Grant Application & Spending

Background

The Granby Community Fund (GCF) is a local organization funded by local donations. The GCF recently notified the Town that their grant application process is open through May 21, 2025. The Town received \$7,500 from the GCF in 2024 (see attached).

Accordingly, the Town would like to make a similar request in 2025. We would like to apply for \$5,000 to support senior and disabled transportation. Additionally, we would like to request \$2,500 for use for social service needs. This grant does not require any matching funds from the Town.

Next Steps

In order to apply for these funds, Catherine Lanyon will work with Sandy Yost to prepare an application. If we are successful in securing the grant, the Finance Department will record the grant in its own account and then allow the expenditure to close out the account, thereby completing the grant transaction. These two actions require Board of Selectmen approval. In most cases, Grants are recorded as Special Revenue and do not impact the General Fund.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for approval, and request the following motion be made to allow the Town to accept and expend \$7,500 from the GCF for senior and disabled transportation and social service needs.

PROPOSED MOTION:

I move that the Board of Selectmen direct Town administration to apply for a \$7,500 grant from the Granby Community Fund and if the application is successful, to approve the expenditure of \$7,500 for senior and disabled transportation and social service needs.

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

CC: Kimi Cheng, Director of Finance
Sandy Yost, Director of Community Services
Catherine Lanyon, Grants Administrator



THE GRANBY COMMUNITY FUND, INC.

APPLICATION FOR GRANT CONSIDERATION

Agency Name: Granby Senior Transportation Service

Agency Address: 15 North Granby Road Granby CT 06035

The Agency is requesting a 2024 Grant of \$5,000

If you received a Grant from the GCF in 2023, please answer the following questions:

Describe in detail the Projects/Services that you specifically provided to Granby residents utilizing the GCF grant you received in 2023:

The Town of Granby Senior Services is committed to providing high quality, on-demand services for our senior and disabled residents. Granby Community Fund monies are used exclusively to offset operating expenses, primarily gasoline.

Was the Project/Service you provided in 2023 different than what you had anticipated or what you described during your interview with the GCF?

Transportation services continue to grow post-pandemic. It has become necessary to eliminate rides for adult day care due to liability concerns. Recurring rides for therapy, dialysis, or treatments are challenging to accommodate while maintaining availability for existing obligations to provide service to the lunch program and grocery shopping. Maximizing driver hours on the road, our Administrative Assistant manages and schedules the ride requests.

How many **Granby residents** were served in the year 2023, and how were they served?

110 Granby residents participated in transportation services in 2023, an increase of 20% over 2022. Our three fleet vehicles traveled a combined 77,014 miles. Rides for grocery shopping (1,203), medical appointments (538), lunch at the Senior Center (731), and day trips (697) were provided. Additional rides were

provided for programming at the Senior Center, personal care appointments and in-town errands.

What other Grants and how much did you receive in 2023? Please be very specific.

Granby participates in the State Matching Grant Program for Demand Responsive Transportation for Elderly and People with Disabilities. This grant provides matched budgeted funding for service in the amount of \$26,841. Driver wages, van cell phones, and maintenance costs are allowable expenses.

Describe in detail the Projects/Services that you intend to provide to Granby residents from the grant you are requesting for 2024:

Senior Transportation Service continues to strive for the most cost effective and efficient service. Focus in 2024 is to continually monitor for ways to increase service with the resources on hand.

I represent the above-named Agency and this Agency understands the following conditions relating to this Application:

- Agency is tax exempt under Section 501(c) 3 of the Internal Revenue Code.
- Agency will not solicit the Granby community-at-large outside of the Community Fund without permission from the Fund (they may solicit their own members and supporters).

Submitted by: Sandra Yost
Title: Director of Human Services
Date: May 20, 2024
E-mail address: syost@granby-ct.gov



THE GRANBY COMMUNITY FUND, INC.

APPLICATION FOR GRANT CONSIDERATION

Agency Name: **Granby Social Services**

Agency Address: 15 North Granby Road Granby CT 06035

The Agency is requesting a 2024 Grant of \$2,500, as needed.

If you received a Grant from the GCF in 2023, please answer the following questions:

Describe in detail the Projects/Services that you specifically provided to Granby residents utilizing the GCF grant you received in 2023:

Granby Social Services did not access the requested funds in 2023. Rental assistance requests were handled with funding through Salvation Army as follows:

1. Single 50-year-old female is full-time employed but suffered financial setbacks in the previous year. Emergency back surgery kept her out of work for 3 months (August – November 2022) and then her car required repairs totaling \$3,600 in December. This request is for one time assistance to stabilize the situation while she catches up on bills.
2. Single male is working at new job and recently acquired new apartment. This request allows for the ability to catch up with bills and save to pay rent moving forward.

All allocated Salvation Army funds for October 2023- September 2024 have been utilized for rental assistance. Five families were awarded \$800 toward rental payments for a total of \$4,000.

Was the Project/Service you provided in 2023 different than what you had anticipated or what you described during your interview with the GCF?

Granby Social Services requests GCF funding on an as-needed basis. In 2023 other fund resources (Salvation Army) were used to provide assistance.

How many **Granby residents** were served in the year 2023, and how were they served?

Two Granby residents were served with rental assistance.

What other Grants and how much did you receive in 2023? Please be very specific.

Granby Social Services receives assistance through Salvation Army (allocation of \$4,000).

Describe in detail the Projects/Services that you intend to provide to Granby residents from the grant you are requesting for 2024:

Grant funds will be utilized to assist Granby residents with acute critical needs that existing State and/or Federal programs do not address.

I represent the above-named Agency and this Agency understands the following conditions relating to this Application:

- Agency is tax exempt under Section 501(c) 3 of the Internal Revenue Code.
- Agency will not solicit the Granby community-at-large outside of the Community Fund without permission from the Fund (they may solicit their own members and supporters).

Submitted by: Sandra Yost

Title: Director of Human Services

Date: May 20, 2024

E-mail address: syost@granby-ct.gov



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectman

FROM: Mike Walsh, Granby Town Manager 

REGARDING: Elderly & Disabled Persons Exemption Filing Change to Biannually

Background

There exists an ordinance 156.1 – 156.6 (copy attached) that provides an exemption for Elderly and Disabled Persons. Currently, the process to file for such exemption occurs annually between February 15th and May 15th.

Related to this exemption process, please see the attached e-mail communication from Sue Altieri, the Town's Assessor. Based on her recommendation, we'd like to amend the existing ordinance to change the annual filing period to biannually, or every other year.

We believe this change will better streamline the process, and is in the best interest of the filers and the town and better aligns the process with the State reporting cycle.

Next Steps

If the Board of Selectmen agree to this change, Charter Section 4.5 details the process to change an ordinance which includes setting a public hearing with 10 days notice by placing a newspaper advertisement, and after BOS approval, another legal advertisement shall be placed in the newspaper detailing the change with the change effective 20 days after such publication.

The following motion is needed to begin the process to change the ordinance.

PROPOSED MOTION:

I move that the Board of Selectmen shall set a Public Hearing for 6:45 p.m. on June 16, 2025 to hear public comment on the proposal to move the annual filing cycle for the Elderly Tax Exemption Program to biannually, or every other year, as administered by the Town's Assessor.

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

Local Elderly / Bi-Annual Filing

From Sue Altieri <sjaltieri@granby-ct.gov>
Date Fri 4/25/2025 10:15 AM
To Mike Walsh <mwash@granby-ct.gov>

Hi Mike,

As a follow up to our conversations regarding aligning the Local Elderly/Totally Disabled with the State Elderly/Totally Disabled and Bi-annual Filing Requirements.

As a background the Assessor's Office receives, reviews, and implements over 295 elderly applications between February 1st and May 15th every year. The State Elderly program requires a Bi-Annual Filing and there are approximately 120 residents on this program, and it's broken up of about 60 applicants a year. On the other hand, the Town's Local Elderly Option has approximately 175 residents eligible for the program and these applications must be filed annually. The State Statutes for the State Elderly filing of applications are required on a Bi-Annual Basis while our Local Elderly Ordinance requires an annual filing, thus creating an extra burden on our Elderly citizens and an extra cost to the Town due to the additional mailing requirements. I'm asking that the Local Elderly Ordinance be changed and adopted to match and coincide with the State Requirements to file an application on a Bi-Annual Basis. It would be more convenient for our Elderly Citizens, more uniform, efficient, and cost effective. The Assessor's Office, by Statute, is required to mail and notify everyone on the program in the beginning of February and then again, send out a 2nd, certified mailing and letter in the middle of April. A Bi-Annual filing for the Local Ordinance would also be a cost savings to the Town, cutting down on the required yearly mailings and be more efficient.

Thanks,

Susan Altieri, CCMA II, CRA
Assessor
Granby Town Hall
15 North Granby Road
Granby, Connecticut 06035
(860) 844-5312
www.granby-ct.gov

TOWN OF GRANBY

Office Hours:

Monday - Wednesday 8:00 am - 4:00 pm

Thursday 8:00 am - 6:00 pm || Friday 8:00 am - 12:30 pm

Chapter 156

TAXATION

[HISTORY: Adopted by the Board of Selectmen of the Town of Granby as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Payment of taxes — See Ch. 159.

ARTICLE I

Exemption for Elderly and Disabled Persons

[Adopted 11-16-1987; amended in its entirety 4-15-1991]

§ 156-1. Purpose.¹

The purpose of this article is to provide property tax relief for residence property of the elderly and totally disabled to supplement the amount provided by the State of Connecticut in accordance with C.G.S. §§ 12-129b to 12-129d, inclusive, and §§ 12-170aa to 12-170cc, inclusive.

§ 156-2. Qualifications.

Any person who owns real property located in the Town of Granby or who is liable for the payment of taxes thereon under C.G.S. § 12-48 and occupies that property as his or her principal residence shall be entitled to tax relief in accordance with this article, provided:

A. Age or disability requirement.

- (1) Such person is 65 years of age or over; or whose spouse, living with him or her, is 65 years of age or over; or who is 60 years of age or over and the surviving spouse of a taxpayer qualified for relief under this article at the time of his or her death; or
- (2) Such person is under 65 years of age and eligible in accordance with applicable federal regulations to receive permanent total disability benefits under social security; or has not been engaged in employment covered by social security and accordingly has not qualified for benefits thereunder, but has become qualified for permanent total disability benefits under any federal, state or local government retirement or disability plan, including the Railroad Retirement Act and any government-related teachers' retirement plan, in which requirements with respect to qualifications for such permanent total disability benefits are comparable to such requirements under social security.

¹. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

- B. Such person or spouse has been a real property taxpayer of Granby for one year immediately preceding the receipt of tax benefits.
- C. The property for which tax relief is claimed is the principal residence of such person.

§ 156-3. Application.

- A. An application must be filed with the Granby Assessor annually not earlier than February 15 or later than May 15 to obtain property tax relief under this article for taxes assessed on the list of October 1 of the preceding calendar year.
- B. Prior to filing an application in accordance with this article, an application for tax relief under any state statute for which such person is eligible must be filed. If such person is not eligible for tax relief under any state statute, he or she must certify his or her ineligibility, under oath, on a form acceptable to the Assessor.

§ 156-4. Form and amount of tax relief.

- A. The amount of tax relief granted hereunder shall be that percentage of the tax due corresponding to the applicable qualifying income shown on the schedule hereto attached and incorporated herein. "Qualifying income" means total adjusted gross income for purposes of the federal income tax plus any other income not included in such adjusted gross income in the calendar year ending immediately preceding the date of the application for benefits under this article, except that, for any taxpayer born before 1910 who had qualified for the state Freeze Program but has been disqualified therefrom, "qualifying income" shall mean total taxable income for purposes of the federal income tax plus any other income not included in such taxable income in such calendar year. The amounts of qualifying income shown on the schedule hereto attached and incorporated herein shall be adjusted annually in a uniform manner to reflect the annual inflation adjustment in social security income as determined by the Secretary of the Office of Policy and Management pursuant to C.G.S. § 12-170aa(b)(2).
- B. Notwithstanding any provision herein to the contrary, no tax relief under this article shall be in an amount which, combined with any tax relief for which the taxpayer may be eligible in accordance with C.G.S. §§ 12-129b to 12-129d, inclusive, and 12-170aa, exceeds in the aggregate 75% of the property tax for which such taxpayer would be liable but for the benefits under this article and any of the foregoing sections of the Connecticut General Statutes.²

§ 156-5. Death of taxpayer.

- A. If any person entitled to the tax credit pursuant to this article dies prior to June 15, unless his or her spouse is otherwise qualified, no tax credit shall be given for the next fiscal year. If such person dies on or after June 15, the tax credit for which such person applied prior to this death shall be granted, but no additional tax credit

². Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

shall be allowed for his or her interest in the property for any fiscal years thereafter, unless his or her spouse is otherwise qualified.

- B. If any person entitled to the tax credit pursuant to this article sells the property on which the tax credit is granted, no additional tax credit shall be allowed for his or her interest in the property for any fiscal years commencing after the date of the sale of the property, and provided further that the purchaser of such property shall pay the Town a prorated share of the tax credit as provided by § 12-81a of the Connecticut General Statutes.

§ 156-6. Deferral as further relief for certain taxpayers.

- A. In addition to tax relief under § 156-4 of this article, a person qualified under § 156-2 of this article who has owned and occupied the property for which the tax relief is claimed as his or her residence for a minimum continuous period of five years preceding the date of his or her application in accordance with § 156-3 of this article, may be granted a deferral of the payment of that portion of the tax levied against the property calculated in accordance with Subsection B hereof until the earlier of his or her death or the sale or transfer of the property except as otherwise provided in Subsection C hereof. Taxes so deferred, together with interest at the rate of 0.75% per month shall constitute a lien on the property until such deferred taxes become due. Interest on such taxes once due until they are paid shall be at the rate provided in the General Statutes for interest on delinquent municipal real property taxes generally.
- B. The amount of tax which may be deferred hereunder is that amount due from the taxpayer which exceeds the amount due from the taxpayer on the assessment list immediately preceding the assessment list on which he or she first qualified for relief hereunder except that no taxes deferred hereunder shall be in an amount which, combined with any tax relief for which the taxpayer may be eligible in accordance with C.G.S. §§ 1-129b to 12-129d, inclusive, and 12-170aa, and § 156-4 of this article, exceeds in the aggregate 75% of the property tax for which such taxpayer would be liable but for the benefits under this article and any of the foregoing sections of the Connecticut General Statutes.³
- C. Notwithstanding any provision herein to the contrary, the failure of the taxpayer to pay any taxes actually due when they are required to be paid shall render all taxes deferred hereunder, together with interest thereon, immediately due and payable.
- D. Notwithstanding any provision herein to the contrary, no taxpayer whose qualifying income, as defined in § 156-4 of this article, is 15 times the actual taxes due from him or her or more in any year shall be eligible for the deferral of any taxes in that year.

ARTICLE II
Exemption for Ambulance-Type Vehicles
[Adopted 4-30-1990]

³. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectman
FROM: Mike Walsh, Granby Town Manager
REGARDING: Suspense List Transfer – June 30, 2025

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

Background

With respect to the annual process of moving certain unpaid tax accounts to the Suspense List, please see the attached memo from Collector of Revenue Lauren Stuck.

Next Steps

In order to present the Town of Granby's financial reports accurately, suspense accounts as recommended by the Collector of Revenue should be moved out of the financials for reporting purposes. This transfer is accomplished with an affirmative vote of the Board of Selectmen.

This transfer does not impact the Town's ability to collect the taxes due.

PROPOSED MOTION:

I move that the Board of Selectmen approve the recommendation of Collector of Revenue Lauren Stuck and transfer \$27,592.53 into Suspense as detailed in the memo dated May 12, 2025.

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



TOWN OF GRANBY

MEMORANDUM

DATE: May 12 , 2025

TO: Michael P. Walsh, Town Manager,
The Granby Board of Selectman

FROM: Lauren C. Stuck, Collector of Revenue

REGARDING: **SUSPENSE LIST**

I am submitting the attached list of accounts for review by the Board of Selectmen, so that they may be transferred to the Suspense List.

All Suspense Pending accounts (except those discharged under bankruptcy law) were sent to a collection agency or the state marshal and remain unpaid despite all demands for payment. Suspense accounts are deemed uncollectible for accounting purposes but can be collected should the opportunity arise.

The total amount on the suspense pending list for 2025 is **\$27,592.53**.

Once the Board of Selectmen has approved the list, please return a signed and dated copy of the attached notice to the Collector of Revenue.

Historical Summary of Suspense Lists:

2024	\$26,824.66
2023	\$24,713.27
2022	\$23,596.63
2021	\$26,677.87
2020	\$29,589.40
2019	\$25,787.52
2018	\$20,887.42

The attached list of uncollected taxes is respectfully submitted for your examination and approval for transfer to the suspense book. I hereby certify that to the best of my knowledge and belief, each tax in the attached statement has not been paid, is uncollectable, and should be transferred to the suspense book.

Dated at Granby, Connecticut, the 12th day of May 2025.

Respectfully Submitted

Lauren C. Stuck
Lauren C. Stuck, C.C.M.C., C.C.M.O.
Collector of Revenue

Process Suspense Report

TOWN OF GRANBY Date: 05/12/2025 Time: 11:01:42
 Condition (s): Year: 2023, Type: 14 - CODE T, Order: Bill Number, Total Only: No, Recap by Dist: No

Page: 1

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2016-03-0041242	WISK INC THE	43	UNABLE TO LOCATE	04/11/2025	76.16			76.16
MOTOR VEHICLE	# Of Acct: 1				76.16			76.16
YR : 2016	TOTAL : 1				76.16			76.16
2017-03-0304569	HAYDEN KELLY A	43	UNABLE TO LOCATE	04/11/2025	467.38			467.38
MOTOR VEHICLE	# Of Acct: 1				467.38			467.38
2017-04-0080104	BAUGHMAN TAYLOR R	43	UNABLE TO LOCATE	04/11/2025	131.55			131.55
2017-04-0080233	BULL CONSTRUCTION LLC	43	UNABLE TO LOCATE	04/11/2025	41.67			41.67
2017-04-0080234	BULL CONSTRUCTION LLC	43	UNABLE TO LOCATE	04/11/2025	121.56			121.56
2017-04-0081670	T B DUSTLESS BLASTING LLC	43	UNABLE TO LOCATE	04/11/2025	299.42			299.42
2017-04-0081697	TIGNO AUBREY L	43	UNABLE TO LOCATE	04/11/2025	554.51			554.51
MOTOR VEHICLE SUPP	# Of Acct: 5				1,148.71			1,148.71
YR : 2017	TOTAL : 6				1,616.09			1,616.09
2018-03-0300591	BAUGHMAN TAYLOR R	43	UNABLE TO LOCATE	04/11/2025	122.79			122.79
2018-03-0304663	HERNANDEZ JULIO A 3RD	43	UNABLE TO LOCATE	04/11/2025	104.57			104.57
2018-03-0308058	PARE CLINTON R	43	UNABLE TO LOCATE	04/11/2025	173.49			173.49
2018-03-0310238	T B DUSTLESS BLASTING LLC	43	UNABLE TO LOCATE	04/11/2025	344.61			344.61
2018-03-0311731	DRIVE TRAIN ATHLETICS LLC	42	MOVED OUT OF STATE	04/29/2025	27.73			27.73
MOTOR VEHICLE	# Of Acct: 5				773.19			773.19
2018-04-0080120	BERRY TIMOTHY W	43	UNABLE TO LOCATE	04/11/2025	76.29			76.29
2018-04-0080121	BERRY TIMOTHY W	43	UNABLE TO LOCATE	04/11/2025	85.56			85.56
MOTOR VEHICLE SUPP	# Of Acct: 2				161.85			161.85
YR : 2018	TOTAL : 7				935.04			935.04
2019-03-0300823	BERRY TIMOTHY W	43	UNABLE TO LOCATE	04/11/2025	78.03			78.03
2019-03-0300824	BERRY TIMOTHY W	43	UNABLE TO LOCATE	04/11/2025	198.84			198.84
2019-03-0301345	BULL CONSTRUCTION LLC	43	UNABLE TO LOCATE	04/11/2025	122.00			122.00
2019-03-0302219	CREATIVE ENCOMPASSING SO	45	OUT OF BUSINESS	04/11/2025	471.36			471.36
2019-03-0302220	CREATIVE ENCOMPASSING SOLUTIONS INC	45	OUT OF BUSINESS	04/11/2025	99.82			99.82
2019-03-0302221	CREATIVE ENCOMPASSING SOLUTIONS LLC	45	OUT OF BUSINESS	04/11/2025	745.86			745.86
2019-03-0302222	CREATIVE ENCOMPASSING SOLUTIONS LLC	45	OUT OF BUSINESS	04/11/2025	95.06			95.06
2019-03-0302563	DELLISA KATHERINE A	43	UNABLE TO LOCATE	04/11/2025	25.91			25.91
2019-03-0303515	FREEMAN MARCELLINA I	43	UNABLE TO LOCATE	04/11/2025	243.21			243.21
2019-03-0304633	HERNANDEZ JULIO A 3RD	43	UNABLE TO LOCATE	04/11/2025	96.25			96.25
2019-03-0310237	T B DUSTLESS BLASTING LLC	43	UNABLE TO LOCATE	04/11/2025	322.43			322.43
2019-03-0311786	DRIVE TRAIN ATHLETICS LLC	42	MOVED OUT OF STATE	04/29/2025	31.29			31.29
MOTOR VEHICLE	# Of Acct: 12				2,530.06			2,530.06
2019-04-0080061	BARRETT JAZMIN A	43	UNABLE TO LOCATE	04/11/2025	266.18			266.18
2019-04-0080099	BERRY TIMOTHY W	43	UNABLE TO LOCATE	04/11/2025	55.41			55.41
2019-04-0080282	CREATIVE ENCOMPASSING SOLUTIONS LLC	45	OUT OF BUSINESS	04/25/2025	68.53			68.53
2019-04-0080618	IRVING SAMANTHA R	43	UNABLE TO LOCATE	04/25/2025	61.75			61.75
MOTOR VEHICLE SUPP	# Of Acct: 4				451.87			451.87
YR : 2019	TOTAL : 16				2,981.93			2,981.93
2020-03-0300501	BARRETT JAZMIN A	43	UNABLE TO LOCATE	04/28/2025	253.90			253.90
2020-03-0300939	BOCANEGRA ARIELLE S	42	MOVED OUT OF STATE	04/28/2025	176.66			176.66

Process Suspension Report

TOWN OF GRANBY Date: 05/12/2025 Time: 11:01:42
 Condition (s): Year: 2023, Type: 14 - CODE T, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Due/Susp	Total
2020-03-0301563	CARMEL AUSTIN J	42	MOVED OUT OF STATE	04/28/2025	230.09			
2020-03-0301851	CIMINI CURTIS H	42	MOVED OUT OF STATE	04/28/2025	607.22			
2020-03-0302895	EGAN JOHN A	41	DECEASED	04/28/2025	777.15			
2020-03-0303513	GAMBLE JAMES W	42	MOVED OUT OF STATE	04/28/2025	856.76			
2020-03-0304484	HERBERT KATHERINE C	42	MOVED OUT OF STATE	04/28/2025	136.06			
2020-03-0304491	HERNANDEZ JULIO A 3RD	43	UNABLE TO LOCATE	04/28/2025	95.06			
2020-03-0304876	IRVING SAMANTHA R	43	UNABLE TO LOCATE	04/28/2025	63.77			
2020-03-0306240	MADORE PATRICK T	43	UNABLE TO LOCATE	04/28/2025	235.68			
2020-03-0306607	MCCARTHY MATTHEW K	41	DECEASED	04/28/2025	203.20			
2020-03-0307065	MONTANO PETER J	43	UNABLE TO LOCATE	04/28/2025	138.64			
2020-03-0309370	SMITH JACQUELINE P	42	MOVED OUT OF STATE	04/28/2025	279.25			
2020-03-0310110	TINGLEY KYLE A	43	UNABLE TO LOCATE	04/28/2025	87.93			
2020-03-0310493	VELAZQUEZ JESSICA E	42	MOVED OUT OF STATE	04/28/2025	259.05			
2020-03-0310808	WENTWORTH JOHN L JR	41	DECEASED	04/28/2025	19.81			
2020-03-0311465	DRIVE TRAIN ATHLETICS LLC	42	MOVED OUT OF STATE	04/28/2025	26.93			
	# Of Acct: 17				4,447.16			
	MOTOR VEHICLE							
2020-04-0080282	BUSSMAN ANTHONY J	42	MOVED OUT OF STATE	04/28/2025	78.01			
2020-04-0080826	HERBERT KATHERINE C	43	UNABLE TO LOCATE	04/28/2025	279.65			
2020-04-0081962	WABEKE CHRISTAINA	42	MOVED OUT OF STATE	04/28/2025	731.20			
2020-04-0082002	WENTWORTH JOHN L JR	41	DECEASED	04/28/2025	37.43			
	# Of Acct: 4				1,126.29			
	MOTOR VEHICLE SUPP							
YR : 2020	TOTAL : 21				5,573.45			
2021-02-0200130	GRANBY URGENT CARE LLC	45	OUT OF BUSINESS	04/29/2025	3,382.03			
	PERSONAL PROPERTY				3,382.03			
	# Of Acct: 1							
2021-03-0301375	BURNS KEVIN R	42	MOVED OUT OF STATE	04/28/2025	137.96			
2021-03-0301917	CLAPP CHRISTOPHER E	41	DECEASED	04/28/2025	6.82			
2021-03-0302047	CONSTABLE ROBERT	42	MOVED OUT OF STATE	04/28/2025	996.52			
2021-03-0302482	DAVRIA FRANK A	41	DECEASED	04/28/2025	147.37			
2021-03-0302709	DISABELLA CHERYL L	42	MOVED OUT OF STATE	04/28/2025	16.65			
2021-03-0302710	DISABELLA CHERYL L	42	MOVED OUT OF STATE	04/28/2025	107.44			
2021-03-0302711	DISABELLA CHERYL L	43	UNABLE TO LOCATE	04/28/2025	233.06			
2021-03-0302712	DISABELLA CHERYL L	43	UNABLE TO LOCATE	04/28/2025	116.53			
2021-03-0303385	FLEMING BARRETT D	42	MOVED OUT OF STATE	04/28/2025	249.29			
2021-03-0303522	FRISCH DANIEL C	42	MOVED OUT OF STATE	04/28/2025	719.64			
2021-03-0303523	FRISCH DANIEL C	42	MOVED OUT OF STATE	04/28/2025	667.38			
2021-03-0305264	KALUNA KEOKI R	42	MOVED OUT OF STATE	04/28/2025	84.07			
2021-03-0305265	KALUNA KEOKI R	42	MOVED OUT OF STATE	04/28/2025	89.27			
2021-03-0305266	KALUNA KEOKI R	42	MOVED OUT OF STATE	04/28/2025	223.32			
2021-03-0305368	KELLY HEATHER L	42	MOVED OUT OF STATE	04/28/2025	9.09			
2021-03-0306063	LEWIS JEREMY M	42	MOVED OUT OF STATE	04/28/2025	410.09			
2021-03-0306066	LEWIS KELLY M	42	MOVED OUT OF STATE	04/28/2025	247.02			
2021-03-0306731	MCCARTHY MATTHEW K	41	DECEASED	04/28/2025	205.15			
2021-03-0306732	MCCARTHY MATTHEW K	41	DECEASED	04/28/2025	16.23			
2021-03-0307259	MORELLI KAREN L	41	DECEASED	04/28/2025	72.71			
2021-03-0308464	RANSOM GEORGE M	41	DECEASED	04/28/2025	102.90			
2021-03-0309344	SHEA TERESA D	41	DECEASED	04/28/2025	335.64			
2021-03-0309515	SMITH CHRISTOPHER D	41	DECEASED	04/28/2025	536.24			
2021-03-0309522	SMITH DAVID W	42	MOVED OUT OF STATE	04/28/2025	482.36			
2021-03-0309537	SMITH JACQUELINE P	42	MOVED OUT OF STATE	04/28/2025	277.86			
2021-03-0310572	UTTAL CONRAD C	42	MOVED OUT OF STATE	04/28/2025	1,093.58			
2021-03-0310681	VELAZQUEZ BRIAN	42	MOVED OUT OF STATE	04/28/2025	16.23			



TOWN OF GRANBY

MEMORANDUM

DATE: May ____, 2025

TO: Lauren C. Stuck, Collector of Revenue

FROM: Michael P. Walsh, Town Manager

REGARDING: **SUSPENSE LIST**

A detailed examination has been made of the attached statement, dated the 12th day of May, recommending the transfer of certain uncollected taxes to the suspense tax book. The total of such taxes is **\$27,592.53**. The taxes listed in this statement are numbered and believed to be uncollectable. Pursuant to Section 12-165 of the General Statutes, authority is hereby given you to transfer such taxes, in accord with law, to the suspense tax book.

Dated at Granby, Connecticut, the ____ day of ____ 2025

Michael P. Walsh, Town Manager



TOWN OF GRANBY

MEMORANDUM

DATE: April 30, 2025

TO: Mike Walsh, Granby Town Manager
FROM: Sandra Yost, Director of Human Services
REGARDING: Reservation Special Request– Alcohol Permit

Background

Granby Parks & Recreation Department has received a request from resident, Patrick McGee to host a Graduation Send Off Party in the Gathering Room at Salmon Brook Park. This event will take place on Saturday, July 26, 2025 from 4:30pm – 8:30pm. A formal request has been placed for alcohol consumption at Salmon Brook Park. The appropriate paperwork, permit, and insurance from the renter will be provided.

Jamie Savva, Events Coordinator, reviewed and discussed the Town's policies regarding the use of Alcohol in the Park with Mr. McGee. They have agreed to stay within the Gathering Room with their beverages for the duration of the event.

Due to this event falling outside the date range approved in the Alcohol Permitting Policy at Salmon Brook Park, I am forwarding this request to the Board of Selectmen for consideration.

Next Steps

If the Board of Selectmen agrees, the following motion is offered for consideration:

PROPOSED MOTION

I MOVE the Board of Selectmen approve this party's formal request for alcohol consumption during event rental on Saturday, July 26, 2025 from 4:30pm – 8:30pm.



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: **Town Manager's Report for the May 19, 2025 BOS Meeting**

Provided below please find an update of ongoing Town of Granby projects as well as commentary on noteworthy items you may find of interest.

Also attached is the FY25 year-to-date April budget summary and Phase I and II ARPA spending as compiled by Finance Director Kimi Cheng.

Town Manager's Commentary on Projects/Noteworthy Items

- The Radio Commo Project continues on with weekly meeting now including the vendor, Marcus Communications. Rich Roberts is still working toward a close date on 229 Mountain Road, the location of the radio tower. An MOU with Barkhamsted was completed and executed for tower access which benefits both communities. Completed the March 31 State Grant reporting (related to the \$2M DESPP grant awarded to the Town in June of 2024) which was due by April 30, 2025
- Continued pursuing an appeal of the CT Siting Council KCE decision
- Prepared a PowerPoint detailing the progress on the Kearns Senior Housing development for discussion with the Commission on Aging and BOS audiences
- Invested time into the production of an updated 10-year capital plan and related policies. This document will be approved by the BOS and then forward to CPPAC so they may begin their work toward recommendations.
- Received the Business Plan for the reuse of 87 Simsbury Road and sent that to the BOS
- The Parks Master Plan work continued as well as discussions on the Library expansion

If you have any questions on the aforementioned, I will be on hand at your next meeting to answer any questions. Thank you.



TOWN OF GRANBY

MEMORANDUM

DATE: May 14, 2025

TO: The Granby Board of Selectmen
FROM: Kimi Cheng, Director of Finance
REGARDING: April 2025 Budget Operations Report

Highlights for Revenues:

As of 4/30/25, the total tax collection was consistent with the prior years at 102% (vs. 102% last year).

As of 5/13/25, the daily rate for STIF was 4.38%, or a 7-day yield was 4.38%. In April, interest earned from the STIF account was approximately \$74.5K.

Received \$2,607,738 for Education Cost Sharing grant as the final payment from the State, which resulted in \$31,418 under the budget, an unfavorable condition.

Received information from Nickie that the final payment from the State for the Excess Cost grant in June will be \$72,265 with a total excess cost grant of \$579,471 for FY25, which will be \$587,815 under budget, an unfavorable condition.

Highlights for Expenditures:

As of 4/30/25, the total general fund expenditure was consistent with the last fiscal year at 79% (vs. 81% last year).

The Public Works Department's overtime expense as of April 30, 2025, was \$162,403.32 (vs. \$77,022.39 last year) due to many rainstorms that caused washouts and fallen trees in August. Staff had to work later to accommodate needs on the road overlay program with traffic control and supervision and for coverage at the Celebrate the Valley event. We had no snow until January last year, when we started the snow season in December of this year. The February OT of \$80K was \$50K more than last February and March OT of \$31K was \$28K more than last March. Moreover, additional responsibilities were assigned to Supervisors and Director for the re-organization in the DPW. As a result, we are estimated to be around \$57K over the DPW OT budget of \$125,145 if no other emergency occurs that require OT hours from DPW in the remaining months.

The Police Department's overtime expense as of April 30, 2025, was \$145,550.18 (vs. \$170,925.44 last year) due to the high school lockdowns, rifle training, specific training for officers' recertification, school traffic assistance, community policing, and shift vacancy coverage due to PTO and injury lost time. We are estimated to have a similar overtime overage as the last fiscal year, but we should have enough funds from the other department unfilled position to cover this overage. Note that these OT numbers exclude holiday pay, special pay, premium pay, and holiday premium pay.

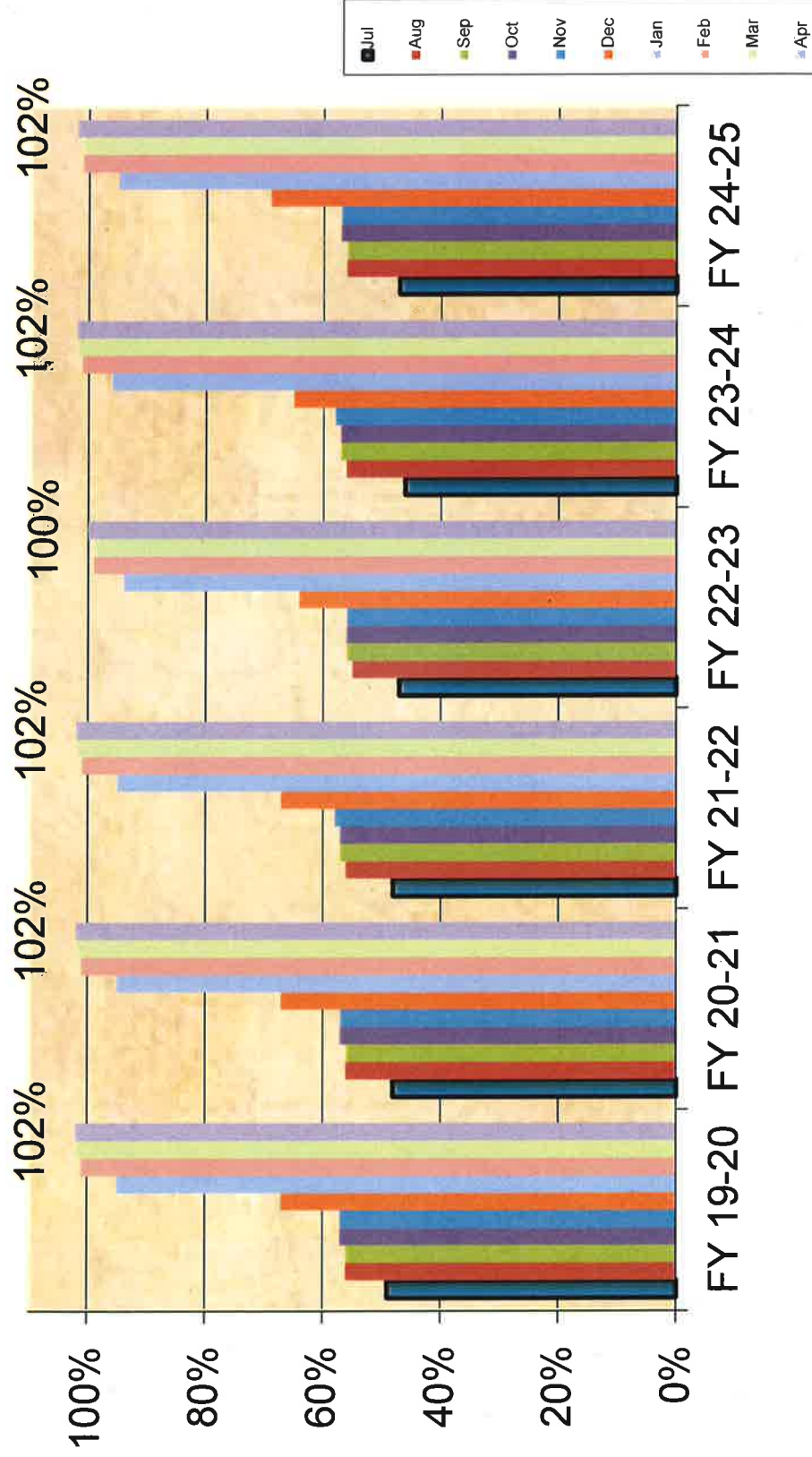
Note that many departments have deficits due to the raises for the FY25 salaries/wages were budgeted in the contingency department when the union contracts were still in negotiations last March.

The preliminary year-end expenditure is estimated to be \$330K under budget, which is a favorable condition. In addition, \$2M saving from the Emergency Communication Project is estimated due to the grant funding from the State. A more detailed preliminary will be issued at the end of May.



**BUDGET OPERATIONS
APRIL 2025**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Apr 24 % REC'D	Mar 25 % REC'D
41010 Current Year Taxes	44,492,129	45,239,645	(747,516)	102%	Pymts. Due - July & Jan.	102%	101%
41020 Prior Years Taxes	210,000	216,499	(6,499)	103%		127%	95%
41040 Interest & Liens	130,000	158,586	(28,586)	122%		119%	108%
41060 Auto Supplement	400,000	482,636	(82,636)	121%	Billed - December	114%	118%
Property Taxes	45,232,129	46,097,367	(865,238)	102%		102%	101%
43170 Spec Ed / Excess	1,167,286	507,206	660,080	43%	Pymts. Due - Feb. 75% - June Bal.	53%	43%
43200 Educ Cost Sharing	5,278,314	5,246,896	31,418	99%	Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.	100%	50%
43590 Tuition - Other Towns	1,283,865	773,590	510,275	60%	School Bills for Activity	56%	30%
43591 B.E.A.R. TRANS. ACAD. TUITION	0	77,033	(77,033)	N/A		N/A	N/A
State Education Total	7,729,465	3,996,987	3,732,478	52%		85%	47%
43110 Veterans Exempt GT	2,500	2,485	15	99%	By Assessor Appl. in Aug but rec Pymt. in Dec.	84%	99%
43120 Misc - State	38,743	8,936	29,807	23%	Pymt. @June; \$3,411.10 from Early Voting Grant; and \$5K for 2023 Neglected cemetery	25%	23%
43130 Telecommunications	13,000	38,463	(25,463)	296%	Pymt. Due - April	184%	296%
43140 State Revenue Sharing	0	0	0	N/A		N/A	N/A
43310 Tiered Pilot	12,897	12,897	0	100%	Pymt. Due Oct.	107%	100%
43320 SS Dist Tax Relief	1,300	1,557	(257)	120%	Pymt. Due - Dec.	76%	120%
43380 MRSA Motor Vehicle	0	0	0	N/A		100%	N/A
State Municipal Total	68,440	64,337	4,103	94%		123%	94%
Intergovernmental Revenue	7,797,905	4,061,325	3,736,580	52%		90%	47%
43615 Town Clerk Fees	220,000	232,889	(12,889)	106%	Statutory Collections	97%	97%
43620 Planning & Zoning	3,000	2,424	576	81%	Application Permit Fees	81%	61%
43630 Zoning Bd of Appeals	606	1,212	(606)	200%	Application Permit Fees	126%	200%
43640 Building Permits	150,000	279,998	(129,998)	187%	Building Permit Fees, \$27.3K for SB, \$23K Harness Way, \$14.5K Clemons Spring	365%	172%
43660 Inland Wetlands	4,000	4,630	(630)	116%	Permit/Appl. Fees	426%	104%
43670 Short Term Investments	200,000	743,488	(543,488)	372%		739%	316%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Apr 24 % REC'D	Mar 25 % REC'D
43680 Rents	18,800	17,200	1,600	91%	Drummer/GLT/Farmhouse/Acreage/School Rental	64%	87%
43700 Snow Plow & Grading	11,000	11,136	(136)	101%	Private Roads	136%	101%
43710 Photocopying	90	118	(28)	131%		127%	126%
43715 Open Farm Day	2,500	1,250	1,250	50%		40%	50%
43740 Dispatch Services	16,580	16,580	0	100%	Police Bill For Dispatch Services	100%	100%
43745 Hay Rentals	38,438	38,438	0	100%	Northern Valley Farms	140%	100%
43760 Library	3,000	3,261	(261)	109%	Book Fines, Trust Investment	99%	92%
43770 Contract - Bldg. Inspection	14,000	14,000	0	100%	Bldg. Dept. Bills Qtrly For Services	75%	75%
43790 Driveway Permits	1,000	1,250	(250)	125%	New Const. Activity	391%	105%
43800 Police Photo/Lic/Permits	11,000	10,041	960	91%		67%	81%
43840 Returned Check Fee	100	45	55	45%		40%	45%
43990 Pay For Participation	42,000	30,409	11,591	72%	Received from BOE	71%	71%
					Gov Deals Sales \$24K; CIRMA \$12.5K; HF ck		
46038 Miscellaneous	40,424	76,068	(35,644)	188%	\$11K; \$11.6K WC wages; \$2.5K Anthem	103%	185%
46240 Communication Fees	42,722	36,490	6,232	85%	Wellness reim. for EAP	83%	77%
Local Departmental Revenues Total	819,260	1,520,928	(701,667)	186%		268%	165%
43934 Sewer Utility Fund Contribution	18,431	18,431	0	100%		0%	100%
43950 Transfer-in Fund Bal.	6,785,000	4,785,000	2,000,000	71%		100%	71%
43955 Additional Appropriations	0	0	0	0%		0%	0%
Transfers In Total	6,803,431	4,803,431	2,000,000	71%		96%	71%
Local Dept. Rev. & Transfer In Total	7,622,691	6,324,359	1,298,333	83%		202%	81%
General Fund Revenues	60,652,725	56,483,050	4,169,675	93%		102%	92%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025**

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED D ALLOTMENT	% EXP.	REMARKS	Apr 24 % REC'D	Mar 25 % REC'D
1001	General Administration	361,781	269,535	63,084	29,162	92%		61%	92%
1003	Legal Services	34,000	73,171	34,745	(73,916)	317%	is covered by contingency. UKS: \$47.9K; Sherwood: \$12.6K	129%	255%
1005	Fringe Benefits	3,268,507	3,055,776	68,883	143,848	96%		95%	93%
1007	Town Clerk Operations	169,217	119,685	44,249	5,282	97%		95%	94%
1009	Probate	5,390	5,614	0	(224)	104%	104% is covered by contingency	98%	104%
1011	Contingency & Reserve	246,311	26,375	9,130	210,805	14%		27%	14%
1013	Election Services	71,680	48,469	3,838	19,373	73%		82%	65%
1015	Boards, Reg. Prog. & Staff Dev.	66,180	45,009	6,439	14,733	78%		94%	75%
1017	Revenue Collections	143,676	113,504	37,286	(7,113)	105%	105% is covered by contingency	98%	96%
1019	Property Assessment	219,925	176,205	45,921	(2,201)	101%	101% is covered by contingency	100%	96%
1021	Finance Management	421,167	345,672	68,869	6,627	98%		98%	97%
1023	Insurance	353,544	313,285	4,462	35,797	90%	Realloc. Unemploy. pmt to HR	92%	89%
1031	Community Development	147,399	120,142	29,708	(2,451)	102%	102% is covered by contingency	98%	99%
1033	Human Resources	109,288	93,351	16,125	(187)	100%	100% is covered by contingency	91%	100%
1035	Technology	181,902	161,787	29,139	(9,024)	105%	\$17,000 short in personnel budget, 105% is covered by contingency	86%	104%
General Government		5,799,967	4,967,580	461,877	370,509	94%		91%	91%
2001	Building Inspection	193,022	144,035	34,248	14,738	92%		86%	92%
2003	Fire Prevention	415,776	313,067	101,994	715	100%		100%	99%
2005	Emergency Management	12,150	9,862	875	1,413	88%		95%	86%
2007	Health Services	178,176	163,334	15,065	(223)	100%	100% covered by contingency	100%	100%
2009	Police Dept Administration	404,318	326,277	75,605	2,436	99%		99%	98%
2011	Police Oper. & Communications	2,035,266	1,619,060	405,730	10,476	99%		97%	97%
Pers. & Prop. Protection		3,238,708	2,575,636	633,517	29,555	99%		97%	97%
3003	General & Equipment Maint.	3,592,100	2,732,930	773,849	85,321	98%		93%	87%
3011	Planning & Engineering	37,383	26,784	10,196	404	99%		99%	99%
Public Works & Env.		3,629,483	2,759,713	784,045	85,725	98%		93%	87%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025**

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED D ALLOTMENT	% EXP.	REMARKS	Apr 24 % REC'D	Mar 25 % REC'D
4001	Library Services	634,566	512,558	112,560	9,448	99%		94%	94%
4003	Social-Senior-Youth-Services	377,561	243,353	60,262	73,946	80%		75%	79%
4005	Recreation Administration	103,961	0	0	103,961	0%	Will not fill due to re-organization	69%	0%
4009	Community Support	3,500	37	0	3,463	1%		0%	1%
	Lib., Rec., & Soc. Services	1,119,588	755,948	172,822	190,818	83%		85%	80%
6001	Capital Improvement	7,000,000	5,000,000	0	2,000,000	71%		100%	71%
7001	Debt Service	1,746,458	1,737,916	0	8,542	100%	Payable in Jul/Aug & Jan/Feb	99%	100%
	Capital & Debt Service	8,746,458	6,737,916	0	2,008,542	77%		100%	77%
	Town Section	22,534,204	17,796,794	2,052,261	2,685,149	88%		94%	85%
8001	Board of Education	38,118,521	28,055,551	0	10,062,970	74%		75%	67%
	Board of Education	38,118,521	28,055,551	0	10,062,970	74%		75%	67%
	General Fund Expenses	60,652,725	45,852,345	2,052,261	12,748,119	79%		81%	74%

ARPA Report as of 5/13/25

Rec'd 6/22/2021	1,702,751.69		
Rec'd 8/11/2022	585,201.77		
Rec'd 10/4/2022	1,117,549.92		
Total ARPA Grant Received	3,405,503.38	Allocated Fund	3,610,603.39
Allocated Fund	3,610,603.39	Total spent	3,428,976.79
Earned Interests	(205,100.01)	Remaining Unspent	181,626.60

Row Labels	BOS Approval Date	Sum of Total BOS Approved	Sum of Total Spent	Sum of Remaining	Encumbered	Unencumbered Balance
52656.GRANT EXPENSES-P&R	Apr 19, 2021	36,114.19	36,114.19	0.00		0.00
67000.AP Digitization (plus 2 years maintenance)	June 17, 2024	47,013.00	47,013.00	0.00		0.00
67000.Avaya	Feb 5, 2024	8,778.17	8,778.17	0.00		0.00
67000.Folder/Inserter Machine	June 17, 2024	46,180.09	46,180.09	0.00		0.00
67000.GIS System	Apr 3, 2023	10,890.00	10,890.00	0.00		0.00
67000.Municipity Integrated Parcel Mgmt System	Jun 20, 2022	68,478.23	50,668.70	17,809.53	3,750.00	14,059.53
67000.Plotter	Apr 3, 2023	9,855.50	9,855.50	0.00		0.00
67000.RedNMX System (Fire Inspection Software)	Apr 3, 2023	5,950.00	5,950.00	0.00		0.00
67000.SC Dept Header Page	June 17, 2024	3,819.73	3,819.73	0.00		0.00
67000.SC Main Hall Audio Visual upgrade	June 17, 2024	87,343.20	87,343.20	0.00		0.00
67000.TH Computer Equipment	June 17, 2024	215,125.14	215,125.14	0.00		0.00
67000.TH Meeting Room Sound System	June 17, 2024	18,984.02	18,984.02	0.00		0.00
67000.VPN	Feb 5, 2024	1,102.00	1,102.00	0.00		0.00
67000.WiFi Access Point and Network	9/6/22 & 12/4/23	217,893.18	217,893.18	0.00		0.00
67000A.Axon Fleet Cruiser Cameras	9/6/22 & 5/1/23	59,997.90	59,997.90	0.00		0.00
System	Jun 20, 2022	163,882.95	163,882.95	0.00		0.00
67001.GMHS HVAC	Aug 15, 2022	848,957.00	848,957.00	0.00		0.00
67002.Wells Road HVAC	Aug 15, 2022	286,208.24	286,208.24	0.00		0.00
67003.Communications Upgrades: Website Update	Sept 6, 2022	44,300.00	44,300.00	0.00		0.00
67004.FVHD	Sept 6, 2022	44,449.00	44,449.00	0.00		0.00
67005.Town Hall Complex HVAC	Apr 17, 2023	49,860.00	49,860.00	0.00		0.00
67006.Library Renovation Space Study	Nov 6, 2023	15,181.25	15,181.25	0.00		0.00
67007.AEDs	Dec 4, 2023	12,160.18	12,160.18	0.00		0.00
Consultant	Dec 18, 2023	19,867.00	19,867.00	0.00		0.00
67009.Drummer Roof Replacement	June 17, 2024	5,093.05	5,093.05	0.00		0.00
67009.GPS for PW equipment plus monitoring	June 17, 2024	49,979.00	49,979.00	0.00		0.00
67009.Mini Sweeper (MS4 compliance assistance)	June 17, 2024	184,492.37	184,492.37	0.00		0.00
67009.PW Electronic Sign Boards (2)	June 17, 2024	30,970.32	30,970.32	0.00		0.00
67009.Snow Plow Replacement	June 17, 2024	13,580.00	13,580.00	0.00		0.00
67010.SBP Basketball Courts Renovation	June 17, 2024	110,752.84	90,752.84	20,000.00	20,000.00	0.00
67011.SBP Walking Trail	June 17, 2024	188,670.05	155,172.89	33,497.16	33,497.16	0.00
67012.Library Renovation	June 17, 2024	133,739.18	133,739.18	0.00		0.00
67013.PD HQ Improvement	June 17, 2024	114,844.90	90,383.70	24,461.20	24,461.20	0.00
67014.HF Improvement	June 17, 2024	89,040.09	89,040.09	0.00		0.00
67015.Town Center Consultant	June 17, 2024	75,000.00	48,750.00	26,250.00	26,250.00	0.00
67016.P&R Study	Oct 21, 2024	25,000.00	20,180.00	4,820.00	4,820.00	0.00
67017.Road Repaving	June 17, 2024	12,892.96	28,744.25	(15,851.29)		(15,851.29)
67018.Tow Behind Trailer/Grass Flail	Oct 21, 2024	39,786.24	39,786.24	0.00		0.00
67019.Wastewater Facilities Plan	Nov 4, 2024	33,400.00	21,710.00	11,690.00	11,690.00	0.00
67020.Library Capital Campaign Consultant	Nov 4, 2024	40,000.00	31,050.00	8,950.00	8,950.00	0.00
67021.TH Space Recovery Initiative	Nov 4, 2024	8,645.83	8,645.83	0.00		0.00
67022.Animal Shelter	Sept 16, 2024	27,396.59	27,396.59	0.00		0.00
67023.Contribution to BOE for ARPA IT Projects	Dec 31, 2024	100,000.00	50,000.00	50,000.00	0.00	50,000.00
Grand Total		3,610,603.39	3,428,976.79	181,626.60	133,418.36	48,208.24