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Meeting ID: 896 7311 8649

Passcode: 421720

TOWN OF GRANBY BOARD OF FINANCE
Regular Meeting
Monday, NOVEMBER 24, 2025
7:30 p.m.
Town Hall Meeting Room

AGENDA

1. Approval Of Regular Meeting Minutes - October 27, 2025

Documents:

[BOF MINUTES 10-27-2025.PDF](#)

2. Organizational Matters
3. Public Comment
4. Statement Of Accounts

- 4.I. Town Budget Operations Report - October 2025

Documents:

[OCTOBER2025BUDGETOPERATIONSREPORT.PDF](#)

- 4.II. Board Of Education Expense Report - October 2025

Documents:

[BOE BUDGET EXPENSE REPORT- OCTOBER 2025.PDF](#)

5. Sale Of 603 Cider Lane - Approval Request

Documents:

[SALE OF 603 CIDER LANE.PDF](#)

6. Review Budget Worksheet FY26-C

Documents:

[BOF WORKSHEET FY26C.PDF](#)

7. Confirm Date Of Next Meeting

8. Adjournment

**TOWN OF GRANBY
BOARD OF FINANCE
MEETING MINUTES
OCTOBER 27, 2025**

PRESENT: Michael Guarco, Chairman; Kevin Hobson, Vice Chairman; William Kennedy, and Benjamin Perron

ALSO PRESENT: Kimi Cheng, Director of Finance; Nickie Stevenson, BOE Director of Finance and Operations and Mike Walsh, Town Manager

ABSENT: James Tsaptsinos

CALL TO ORDER:

The meeting was called to order by Chairman Michael Guarco at 7:00 p.m.

1. AUDIT PRESENTATION BY CLIFTONLARSONALLEN, LLC

A hard copy of the Annual Comprehensive Financial Report (ACFR) and the State Single Audit Report for the fiscal year ended June 30, 2025, were distributed before the meeting. Vanessa Rossitto, Principal from CLA, and Brandon Cathcart, Director from CLA presented the reports.

The auditors conducted an audit in accordance with GAAS and Government Auditing Standards and expressed an unmodified opinion on the Town's financial statements for the fiscal year ended June 30, 2025.

The CLA presentation is available on the Town website with the meeting agenda.

2. PUBLIC COMMENT

There were no comments from the public.

3. APPROVAL OF MINUTES FROM SEPTEMBER 22, 2025, MEETING

ON A MOTION by K. Hobson, seconded by B. Perron, the Board voted (3-0-1) to approve the meeting minutes of September 22, 2025. W. Kennedy abstained.

4. STATEMENT OF ACCOUNTS

Kimi Cheng, Director of Finance, reported on the highlights of the September 2025 Statement of Accounts.

- As of 9/30/25, the total tax collection was consistent with prior years at 56% (vs. 56% last year).
- Interest earned in the month of September from the STIF account was approximately \$83,600. As of 10/10/25, the daily rate was 4.20% and the 7-day yield was 4.20%, which is a 0.23% decrease from the prior month.
- The Town received \$29,895 from the CIRMA members' equity distribution program as a result of CIRMA's continued financial success.
- As of 9/30/25, total General Fund expenditures were consistent with last fiscal year at 43% (compared to 44% last year).
- Overtime expense for the Public Works Department as of 9/30/25 was \$12,224.52 (vs. \$10,953.56 last year). The increase is due in part to the new supervisors, all non-exempt employees, working more hours to fulfill their new responsibilities.

- Overtime expense for the Police Department as of 9/30/25 was \$62,687.45 (vs. \$44,651.95 last year). The increase is due primarily to two officers being out on injury leave, one vacancy and additional hours for the officer currently enrolled in the police academy. Additionally, all the officers were required to complete training for the new firearms.

Nickie Stevenson, BOE Director of Finance & Operations, reported on the BOE September 2025 Budget Expense Report.

- Expenditures in both personnel and program accounts are projected to be within budget. The current negative balance in the custodial and maintenance line is attributable to a temporary leave of absence. The variance is expected to be offset through available funds within other budgeted line items as the fiscal year progresses.
- Estimated FY26 special education expenditures are expected to remain within the approved spending plan. Account activity and balances will be monitored closely throughout the year.
- The Q&D fund has incurred limited expenses to date and no new revenue has been booked.
- Revenue to the Town is projected to be \$2,316,118. No funds have been received as of this report.

5. SALMON BROOK PARK RAMP APPROPRIATION – APPROVAL REQUEST

Staff is requesting an additional \$7,000 appropriation from the Parks & Recreation Fund to add to the generous donation from Valley Brook Community Church to install a permanent ramp to access the bandshell at Salmon Brook Park. The Board of Selectmen passed the motion at their meeting on October 20, 2025.

ON A MOTION by B. Perron, seconded by W. Kennedy, the Board voted (4-0-0) to approve an appropriation from the Parks & Recreation Fund of up to \$7,000 to support the total project cost of the installation of a permanent ramp at Salmon Park Bandshell.

6. ESTABLISHMENT OF A SPECIAL GRANTS FUND FOR FEDERAL, STATE AND LOCAL GRANTS OR DONATIONS

Historically, the Town has sought the approval of the Board of Selectmen to apply, accept and expend funds for both directed and aspirational grants. Further, when some grants are secured, approval from both the Board of Selectmen and the Board of Finance to amend the budget for additional revenue and expenditures is requested. This second step is an unnecessary administrative burden.

Staff is requesting to establish a dedicated fund to record federal, state, and local grants, reimbursement grants and/or donations under \$50,000 received by the Town that do not require a match or use of taxpayer funds. BOS approval will continue to be requested for aspirational grant funds prior to submitting any application, accepting grant funds, or expending funds. The following resolution is recommended for consideration. The Board of Selectmen approved the resolution at their meeting on October 20, 2025.

A RESOLUTION ESTABLISHING A SPECIAL GRANTS FUND

BE IT RESOLVED THAT, the Board of Finance of the Town of Granby hereby establishes a fund known as the Special Grants Fund. Said fund shall be established to assist with

tracking grant expenditures for federal, state, and local grants, reimbursement grants, and/or donations under \$50,000. The source of this fund shall not require a Town match or use of taxpayer funds.

BE IT FURTHER RESOLVED THAT, the Granby Town Manager shall approve appropriate POs in accordance with procedures with the Town of Granby's purchasing policy and grant requirements. Any balance remaining in said fund, should the fund be dissolved, shall meet the requirements of grant commitments, or be returned to the Town's General Fund as determined by the Board of Selectmen and Board of Finance.

ON A MOTION by W. Kennedy, seconded by K. Hobson, the Board voted (4-0-0) to approve the resolution to establish a Special Grants Fund.

7. UPDATE ON FUNDS AS OF JUNE 30, 2025

Director of Finance Kimi Cheng provided an update on fund balances as of June 30, 2025. The complete list of funds and balances can be found online with the meeting agenda.

8. CONFIRM DATE OF NEXT MEETING

The next regular meeting of the Board of Finance is scheduled for Monday, November 24, 2025, at 7:30 p.m.

9. ADJOURNMENT:

ON A MOTION by K. Hobson, seconded by W. Kennedy, the Board voted (4-0-0) to adjourn the meeting at 8:35 p.m.

Respectfully submitted,



Betsy Mazzotta
Recording Secretary



TOWN OF GRANBY

MEMORANDUM

DATE: November 12, 2025

TO: The Granby Board of Selectmen
The Granby Board of Finance

FROM: Kimi Cheng, Director of Finance

REGARDING: **October 2025 Budget Operations Report**

Financial Highlights – October 2025

Revenues

Tax Collections:

As of October 31, 2025, total tax collections remained consistent with prior years at 57%, compared to 57% at the same time last year.

Short-Term Investment Fund (STIF):

As of November 11, 2025, the daily rate was 4.02%, and the 7-day yield was 4.01%, representing a 0.18% decrease from the prior month. Interest earned from the STIF account in October totaled approximately \$87.5K.

Education Cost Sharing (ECS) Grant:

The Town received the first installment of the ECS Grant in the amount of \$1,361,810, representing 25% of the budgeted amount.

Tiered PILOT Program:

The Town received \$13,438 for the Tiered PILOT program, which was slightly above the budgeted amount.

Expenditures

As of October 31, 2025, total General Fund expenditures were consistent with the prior fiscal year at 49%, compared to 48% for the same period last year.

Public Works Department Overtime:

As of October 31, 2025, overtime expenses totaled \$17,993.68, compared to \$15,009.57 for the same period last year. The increase is primarily due to additional hours worked by new

supervisors—who are non-exempt employees—as they assume the responsibilities associated with their new supervisory roles.

Police Department Overtime:

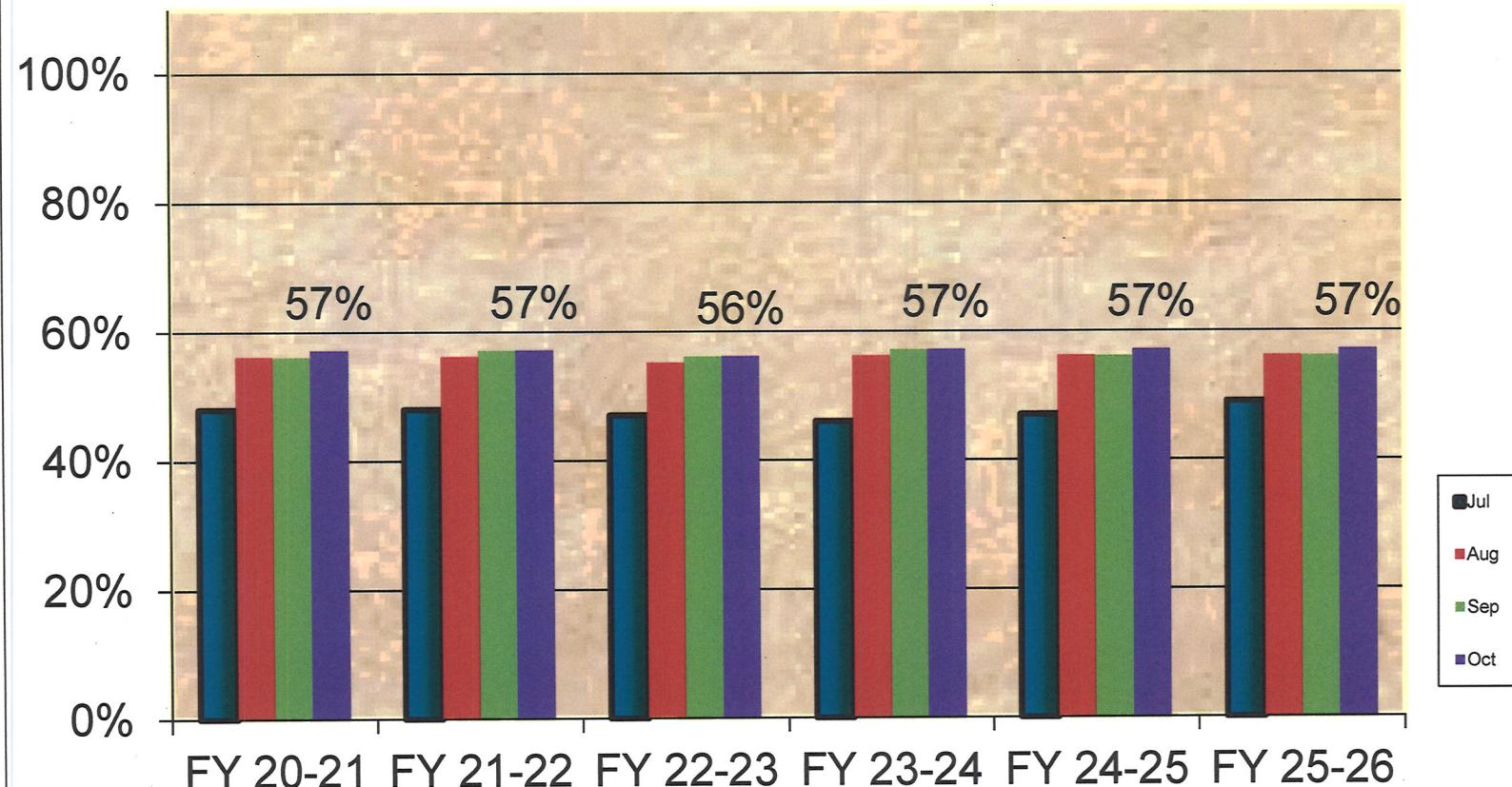
As of October 31, 2025, overtime expenses totaled \$94,386.76, compared to \$64,887.23 for the same period last year. The increase is mainly attributed to:

- Two officers on injury leave
- One unfilled vacancy
- A new officer currently attending the police academy, resulting in approximately two hours of overtime per day
- Training hours required due to new equipment implementation
- Three payrolls processed in October instead of the usual two



**BUDGET OPERATIONS
OCTOBER 2025**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
OCTOBER 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D		
					Oct 24 % REC'D	Sept 25 % REC'D
41010 Current Year Taxes	46,056,383	26,125,478	19,930,905	57%	Pymts. Due - July & Jan.	57% 56%
41020 Prior Years Taxes	210,000	106,550	103,450	51%		62% 35%
41040 Interest & Liens	130,000	57,466	72,534	44%		44% 33%
41060 Auto Supplement	400,000	15,212	384,788	4%	Billed - December	4% 3%
Property Taxes	46,796,383	26,304,705	20,491,678	56%		56% 56%
43170 Spec Ed / Excess	587,858	0	587,858	0%	Pymts. Due - Feb. 75% - June Bal.	0% 0%
43200 Educ Cost Sharing	5,460,668	1,361,810	4,098,858	25%	Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.	25% 0%
43590 Tuition - Other Towns	1,547,216	0	1,547,216	0%	School Bills for Activity	0% 0%
43591 B.E.A.R. TRANS. ACAD. TUITION	84,737	0	84,737	0%		N/A 0%
State Education Total	7,680,479	1,361,810	6,318,669	18%		17% 0%
43110 Veterans Exempt GT	2,400	0	2,400	0%	By Assessor Appl. in Aug but rec Pymt. in Dec.	0% 0%
43120 Misc - State	35,332	2,132	33,200	6%	For motor vehicle violations	11% 1%
43130 Telecommunications	13,000	0	13,000	0%	Pymt. Due - April	0% 0%
43140 State Revenue Sharing	0	0	0	N/A		N/A N/A
43310 Tiered Pilot	13,399	13,438	(39)	100%	Pymt. Due Oct.	100% 0%
43320 SS Dist Tax Relief	1,500	0	1,500	0%	Pymt. Due - Dec.	0% 0%
43380 MRSA Motor Vehicle	96,029	96,026	3	100%		N/A 100%
State Municipal Total	161,660	111,596	50,064	69%		26% 60%
Intergovernmental Revenue	7,842,139	1,473,406	6,368,733	19%		17% 1%
43615 Town Clerk Fees	220,000	115,363	104,637	52%	Statutory Collections	49% 40%
43620 Planning & Zoning	3,000	1,212	1,788	40%	Application Permit Fees	34% 40%
43630 Zoning Bd of Appeals	1,010	1,212	(202)	120%	Application Permit Fees	133% 80%
43640 Building Permits	150,000	122,736	27,264	82%	Building Permit Fees.	93% 67%
43660 Inland Wetlands	4,000	860	3,140	21%	Permit/Appl. Fees	15% 22%
43670 Short Term Investments	414,500	314,743	99,757	76%		168% 61%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
OCTOBER 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	Oct 24		Sept 25	
					REMARKS	% REC'D	% REC'D	
43680 Rents	18,800	4,300	14,500	23%	Drummer/GLT/Farmhouse/Acreage/School Rental		21%	19%
43700 Snow Plow & Grading	11,000	7,618	3,382	69%	Private Roads		0%	0%
43710 Photocopying	100	64	37	64%			69%	64%
43715 Open Farm Day	2,500	1,000	1,500	40%			50%	40%
43740 Dispatch Services	16,580	16,580	0	100%	Police Bill For Dispatch Services		100%	100%
43745 Hay Rentals	39,613	19,514	20,100	49%	Northern Valley Farms		49%	49%
43760 Library	3,000	1,105	1,895	37%	Book Fines, Trust Investment		40%	30%
43770 Contract - Bldg. Inspection	14,000	3,500	10,500	25%	Bldg. Dept. Bills Qtrly For Services		50%	25%
43790 Driveway Permits	1,000	550	450	55%	New Const. Activity		60%	50%
43800 Police Photo/Lic/Permits	11,000	3,714	7,286	34%			38%	21%
43840 Returned Check Fee	100	0	100	0%			45%	0%
43990 Pay For Participation	42,000	0	42,000	0%	Received from BOE		0%	0%
					CIRMA WC check \$13.1K; Intern donation \$3K; PEGPETIA Def Rev \$7.3K; PD Extra Duty Rev \$6.9K; CIRMA member equity \$29.9K; GovDeals			
46038 Miscellaneous	43,000	68,431	(25,431)	159%	\$5.3K		91%	144%
46240 Communication Fees	44,988	18,996	25,992	42%			33%	32%
Local Departmental Revenues Total	1,040,191	701,497	338,694	67%			84%	55%
43950 Transfer-in Fund Bal.	2,185,000	2,185,000	0	100%			100%	100%
43955 Additional Appropriations	0	0	0	0%			71%	0%
Transfers In Total	2,185,000	2,185,000	0	100%			71%	100%
Local Dept. Rev. & Transfer In Total	3,225,191	2,886,497	338,694	89%			72%	85%
General Fund Revenues	57,863,713	30,664,608	27,199,105	53%			53%	50%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
OCTOBER 2025

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Oct 24 % REC'D	Sept 25 % REC'D
1001	General Administration	383,572	124,686	243,853	15,033	96%		91%	95%
1003	Legal Services	40,000	25,835	14,205	(40)	100%	is covered by Contingency; Sherwood \$21K	107%	80%
1005	Fringe Benefits	3,180,161	2,555,499	63,098	561,564	82%		84%	81%
1007	Town Clerk Operations	179,543	48,739	109,410	21,394	88%		92%	85%
1009	Probate	5,953	5,953	0	0	100%		104%	100%
1011	Contingency & Reserve	82,500	8,965	3,620	69,916	15%		13%	15%
1013	Election Services	79,852	18,476	2,341	59,035	26%		55%	18%
1015	Boards, Reg. Prog, & Staff Dev.	64,319	42,900	9,317	12,102	81%		73%	81%
1017	Revenue Collections	148,938	55,763	88,256	4,919	97%		85%	95%
1019	Property Assessment	231,183	82,188	127,569	21,426	91%		92%	90%
1021	Finance Management	419,456	178,062	211,747	29,647	93%		93%	92%
1023	Insurance	346,733	125,807	199,186	21,740	94%		92%	94%
1031	Community Development	155,629	50,729	95,993	8,907	94%		97%	94%
1033	Human Resources	135,821	41,622	56,338	37,861	72%		82%	66%
1035	Technology	214,712	127,868	62,276	24,569	89%		98%	50%
	General Government	5,668,372	3,493,091	1,287,209	888,072	84%		83%	81%
2001	Building Inspection	187,383	59,158	123,580	4,645	98%		92%	98%
2003	Fire Prevention	421,702	108,211	307,311	6,179	99%		99%	99%
2005	Emergency Management	13,180	10,750	0	2,430	82%		79%	82%
2007	Health Services	180,625	93,246	87,379	0	100%		100%	100%
2009	Police Dept Administration	418,469	153,956	262,916	1,596	100%		97%	99%
2011	Police Oper. & Communications	2,380,429	730,665	1,207,349	442,415	81%		89%	80%
	Pers. & Prop. Protection	3,601,788	1,155,986	1,988,535	457,267	87%		92%	86%
3003	General & Equipment Maint.	3,673,481	1,178,922	2,038,950	455,609	88%		82%	86%
3011	Planning & Engineering	37,150	2,950	34,150	50	100%		58%	100%
	Public Works & Env.	3,710,631	1,181,872	2,073,100	455,659	88%		82%	86%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
OCTOBER 2025

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Oct 24 % REC'D	Sept 25 % REC'D
4001	Library Services	698,716	237,220	292,016	169,480	76%		84%	73%
4003	Social-Senior-Youth-Services	427,196	94,098	185,121	147,977	65%		76%	64%
4009	Community Support	2,500	0	0	2,500	0%		0%	0%
	Lib., Rec., & Soc. Services	1,128,412	331,318	477,137	319,957	72%		73%	69%
6001	Capital Improvement	2,605,000	2,110,881	0	494,119	81%		71%	81%
7001	Debt Service	1,731,368	338,809	0	1,392,559	20%	Payable in Jul/Aug & Jan/Feb	21%	20%
	Capital & Debt Service	4,336,368	2,449,690	0	1,886,678	56%		61%	56%
	Town Section	18,445,571	8,611,957	5,825,981	4,007,633	78%		75%	77%
8001	Board of Education	39,418,142	14,016,513	0	25,401,629	36%		32%	28%
	Board of Education	39,418,142	14,016,513	0	25,401,629	36%		32%	28%
	General Fund Expenses	57,863,713	22,628,469	5,825,981	29,409,263	49%		48%	43%

GRANBY PUBLIC SCHOOLS
BUSINESS OFFICE
15-B North Granby Road
Granby, CT 06035
(860) 844-5253

stevenson@granbyschools.org

To: Cheri P. Burke, Superintendent of Schools
From: Nickie Stevenson, Director of Finance & Operations
Re: October 2025 Budget Expense Report
Date: November 10, 2025

Please find attached the October 2025 budget expense report for the current fiscal year, reflecting all transactions processed through 10/31/2025.

Personnel and Program Accounts

Overall, both personnel and program expenditures continue to remain within the parameters of the approved budget. As we progress further into the school year, we are beginning to see the typical fluctuations associated with a budget of this size. Budget transfers will be completed, as needed, to ensure appropriate alignment of expenditures across accounts.

For example, the previous negative balance within the Custodial and Maintenance personnel account, resulting from a staff leave of absence, was mitigated through available funds in other personnel accounts. Variances of this nature are monitored on an ongoing basis, and adjustments will continue to be made to maintain fiscal alignment throughout the year.

Special Education

Projected special education expenses for FY 2026 continue to align with the district's planned budget. As of the October reporting period, the available balance is approximately \$400,000. It is important to note, however, that additional student outplacements or increased in-district service needs may emerge as the year progresses, all of which could impact this available balance.

Quality and Diversity Fund (Q&D)

To date, the district has received \$31,000 in Quality and Diversity (Q&D) revenue. This amount is comprised of approximately \$10,000 in Summer School tuition and \$21,000 in Pre-K tuition.

Reimbursement Revenue to the Town

FY 2026 revenue reimbursements to the Town remain favorable, currently totaling \$2,346,975. This reflects an increase of approximately \$31,000 from the September report due to two additional Hartland students enrolling in Granby Public Schools effective November 1, 2025. To date, Board of Education expense reimbursements totaling \$309,601 have been received and transferred to the Town.

PROGRAM ACCOUNTS
Granby Board of Education FY 2026
October 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Communications	\$92,889	\$92,889	\$24,818	\$60,814	\$7,256	92.2%
02	Conference & Travel	\$53,994	\$53,994	\$14,097	\$4,981	\$34,916	35.3%
03	Dues and Fees	\$40,012	\$40,012	\$33,940	\$449	\$5,623	85.9%
04	Equipment	\$9,500	\$9,500	\$204	\$0	\$9,296	2.1%
05	Legal Services/Insurance	\$160,470	\$161,970	\$57,355	\$103,204	\$1,411	99.1%
06	Library/Media	\$60,581	\$60,581	\$24,230	\$10,832	\$25,518	57.9%
07	Purchased Services	\$1,212,475	\$1,239,028	\$280,966	\$822,526	\$135,536	89.1%
08	Repairs & Maintenance	\$568,244	\$568,244	\$213,112	\$330,481	\$24,651	95.7%
09	Software	\$500,305	\$500,305	\$323,621	\$105,138	\$71,545	85.7%
10	Special Education	\$4,314,930	\$4,314,930	\$1,072,422	\$2,998,978	\$243,530	94.4%
11	Student Activities/Athletics	\$415,776	\$415,776	\$41,853	\$127,945	\$245,979	40.8%
12	Supplies	\$579,012	\$579,012	\$230,511	\$151,010	\$197,491	65.9%
13	Textbooks	\$112,880	\$112,880	\$33,790	\$574	\$78,516	30.4%
14	Transportation	\$1,232,920	\$1,204,866	\$91,305	\$1,063,182	\$50,379	95.8%
15	Tuition	\$11,317	\$11,317	\$0	\$11,317	\$0	100.0%
16	Utilities	\$852,044	\$852,044	\$220,072	\$547,737	\$84,235	90.1%
17	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
Program		\$10,217,348	\$10,217,348	\$2,662,297	\$6,339,168	\$1,215,883	88.1%

PERSONNEL ACCOUNTS
Granby Board of Education FY 2026
October 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
18	Administration	\$1,692,632	\$1,725,960	\$604,861	\$1,121,099	\$0	100.0%
19	Central Office	\$598,191	\$578,759	\$179,996	\$397,820	\$943	99.8%
20	Certified Staff	\$11,870,327	\$11,943,327	\$2,821,631	\$9,118,613	\$3,083	100.0%
21	Custodial and Maintenance	\$1,533,303	\$1,556,303	\$513,094	\$1,042,590	\$620	100.0%
22	School Secretaries	\$706,231	\$725,663	\$239,394	\$486,269	\$0	100.0%
23	Special Education	\$4,819,753	\$4,689,624	\$1,083,321	\$3,448,713	\$157,590	96.6%
24	Student Activities/Athletics	\$574,117	\$574,117	\$65,742	\$505,598	\$2,776	99.5%
25	Teaching Assistants	\$445,622	\$445,622	\$100,565	\$340,103	\$4,953	98.9%
26	Technology Support Services	\$274,096	\$274,896	\$138,971	\$135,925	\$0	100.0%
27	Tutors	\$35,589	\$35,589	\$5,661	\$29,928	\$0	100.0%
28	Employee Benefits	\$6,650,933	\$6,650,933	\$1,988,276	\$4,535,356	\$127,302	98.1%
29	Unallocated Appropriation	\$0	\$0	\$0	\$0	\$0	
	Personnel	\$29,200,794	\$29,200,794	\$7,741,514	\$21,162,014	\$297,266	99.0%
	100 General Fund	\$39,418,142	\$39,418,142	\$10,403,810	\$27,501,182	\$1,513,149	96.2%

SPECIAL EDUCATION ACCOUNT DETAIL

Granby Board of Education FY 2026
October 2025 Budget Expense Report

Row #	Description	Budget	Adjusted Budget	YTD Expended	Encumbered	Balance	Combined % Expended and Encumbered
01	Administrative/Certified	\$2,296,877	\$2,274,877	\$550,041	\$1,686,712	\$38,125	98.3%
02	Secretaries	\$110,692	\$110,692	\$35,968	\$74,724	\$0	100.0%
03	Support Services	\$519,932	\$519,932	\$110,727	\$386,608	\$22,597	95.7%
04	Teaching Assistants	\$1,830,695	\$1,756,695	\$379,904	\$1,289,670	\$87,121	95.0%
05	Tutors	\$61,556	\$27,428	\$6,681	\$11,000	\$9,746	64.5%
TOTAL PERSONNEL		\$4,819,753	\$4,689,624	\$1,083,321	\$3,448,713	\$157,590	96.6%
06	Communications	\$100	\$100	\$42	\$0	\$58	42.0%
07	Conference & Travel	\$14,125	\$14,125	\$328	\$1,092	\$12,705	10.1%
08	Dues and Fees	\$2,250	\$2,250	\$700	\$250	\$1,300	42.2%
09	Legal Services	\$27,500	\$27,500	\$1,660	\$25,840	\$0	100.0%
10	Purchased Services	\$182,017	\$182,017	\$48,456	\$89,337	\$44,224	75.7%
11	Software	\$9,860	\$9,860	\$7,250	\$1,421	\$1,188	87.9%
12	Supplies/Textbooks	\$51,950	\$51,950	\$19,389	\$3,324	\$29,236	43.7%
13	Transportation	\$1,137,463	\$1,137,463	\$108,667	\$977,668	\$51,128	95.5%
14	Tuition	\$2,889,666	\$2,889,666	\$885,930	\$1,900,046	\$103,691	96.4%
TOTAL PROGRAM		\$4,314,930	\$4,314,930	\$1,072,422	\$2,998,978	\$243,530	
OVERALL TOTAL		\$9,134,683	\$9,004,555	\$2,155,743	\$6,447,692	\$401,119	95.5%

SUPPLEMENTAL INFORMATION
Granby Board of Education FY 2026
October 2025 Budget Expense Report

REVENUE TO TOWN SUMMARY
REIMBURSEMENTS FOR BOE EXPENDITURES

Description	Budget	Anticipated	Received To Date	Difference (Received minus Anticipated)
Regular Education Tuition*	\$787,550	\$631,882	\$300,513	-\$331,370
Special Education Tuition*	\$759,666	\$759,666	\$0	-\$759,666
B.E.A.R. Transition Academy Tuition*	\$84,737	\$52,264	\$0	-\$52,264
Excess Cost Grant	\$587,858	\$861,163	\$0	-\$861,163
Pay for Participation	\$42,000	\$42,000	\$9,089	-\$32,911
Totals	\$2,261,811	\$2,346,975	\$309,601	-\$2,037,374

*From Other Towns

QUALITY AND DIVERSITY FUND (Q&D)

Description	Budget	YTD	Difference (YTD vs. Budget)
Opening Balance	\$211,803	-	-
Expenses	\$984,237	\$137,746	\$846,491
Revenue	\$969,686	\$31,328	-\$938,358
Ending Balance	\$197,252	\$105,385	-\$91,867



TOWN OF GRANBY

MEMORANDUM

DATE: November 19, 2025

TO: The Granby Board of Finance
FROM: Mike Walsh, Town Manager *GMW*
REGARDING: Sale of 603 Cider Lane – Approval and Referral to Complete Process

Please see the attached memo dated November 4, 2025 from Abby Kenyon, Director of Community Development with respect to 603 Cider Lane.

Before the Town issued a Request for Proposal seeking buyers of this parcel, this property was referred to the Planning and Zoning Commission (P and Z) who was asked to opine if the sale of the parcel would be consistent with the Town's Plan of Conservation and Development (POCD). They have found that such a sale would be consistent.

The Town, working with Attorney Rich Roberts, has compiled a Purchase and Sale agreement binding the buyer to the bid/sale should the Town's process be completed successfully. That agreement is attached.

At this juncture, with P and Z finding the sale of 603 Cider Lane as being consistent with the POCD, we are seeking approval to sell this property. A number of steps need to be followed to comply with the Town of Granby Charter and those steps are as follows:

1. The Board of Selectmen need to approve of the sale and direct a Town Meeting be held
2. Per Charter Section 11-3 (a) (3), the Board of Finance shall approve of the sale
3. Per Charter Section 11-3 (a) (3), approval at a Town Meeting must occur

A motion is provided below to allow the Board of Finance to approve the sale, and if approved Administration will coordinate a Town Meeting be held soon.

PROPOSED MOTION:

To approve the sale by Request for Proposal of 603 Cider Lane in the amount of \$101,000 from TFHB, LLC.

Should all steps articulated above be completed and the votes in the affirmative, Town Administration will coordinate the sale and closing shortly thereafter to complete this transaction.

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



TOWN OF GRANBY

MEMORANDUM

DATE: November 4, 2025

TO: The Granby Board of Selectmen

FROM: Abby Kenyon, Director of Community Development

REGARDING: Sale of 603 Cider Lane

Background

In 2005, the Planning and Zoning Commission approved a Special Permit application for a Flexible Residential Development for Cider Mill Heights. The approval included ten lots on Cider Lane, which would be a town road, and five lots on Cider Barrel Way, which would be a private road. At the time of approval, a need was expressed to have additional town property in the area that could be used by the Department of Public Works to store materials so that snowplows would not have to return to the Public Works garage to refill. Therefore, the application was approved subject to a lot being deeded to the Town that could be used for this purpose. The lot deeded to the Town was 603 Cider Lane. It is 1.85 acres and has frontage on both the existing Cider Mill Heights and Cider Lane, which will be constructed in the near future.

Over the years, occasional inquiries about the status of this lot and if the Town would be open to selling it, have been received. Given that this lot has remained unused since it was deeded to the Town and it is not anticipated the Town will need this lot in the future for municipal purposes, the Board of Selectmen was asked to authorize the sale of the property. At its meeting on June 16, 2025, the Board of Selectmen voted to authorize the sale of 603 Cider Lane with a floor bid of \$30,000/acre (\$55,500). The bid document was issued on September 3, 2025, with a due date of October 3, 2025. A sign was posted on the property; the bid was posted on both the town website and DAS; and interested parties who had previously inquired about the property received notification directly of the posting. A total of two bids were received. One bidder proposed \$101,000 and the other bidder proposed \$62,500. Please see the bids on the following page.

Staff reviewed the bids and is recommending that the Board of Selectmen move forward with the bid for \$101,000 from TFHB, LLC.

Meadowbrook Development LLC

20 Thronebrook Road

West Granby, CT 06090

October 1, 2025

Attn: Town Manager,

15 North Granby Road

Granby, CT 06035

Mr. Walsh:

RE: 603 Cider Lane, Granby, CT

Please accept this offer to purchase the above property in the name of Meadowbrook Development LLC or other single purpose entity. I am the owner of Meadowbrook and have adequate funds to close within the time prescribed.

I operate from the above address.

My email is eric@seldevelopment.com;

Phone number is 860-250-3601.

Property (one): **603 Cider Lane**

Price offered: **Sixty Two thousand five hundred and 00/100 dollars \$62,500.00, Subject to:**

marketable title

Clean Environmental Report (phase 1) at buyers expense

Special Permit Approval applies to the Buyer

Proposed Use of the Property: **Residential house**

I look forward to your response.

Respectfully,



Eric Brown

TFHB, LLC

Granby Town Hall
Attn: Town Manager
15 North Granby Road
Granby, CT 06035

Submitter Name: TFHB, LLC

Mailing Address: 379 N Granby Rd, North Granby, CT 06060

Email Address: tomfredobuilders@yahoo.com

Phone Number: (860) 883-2383

Property (indicate one or both): 603 Cider Lane

Proposed Purchase Price (if making an offer on both properties, clearly note next to each price the property it refers to): \$101,000.00

Proposed Use of the Property:

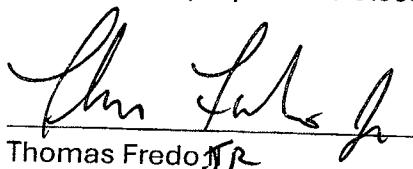
This is a corner lot and certain trees on this property need to be cut down to improve the slight line for traffic exiting from Cider Lane, a new road which is now being built by TFHB, LLC.

Access to this parcel from Cider Lane will be restricted until such time as Cider Lane is accepted by the town of Granby.

This parcel was originally deeded to the town of Granby by TFHB LLC for no cost in the 1990's.

The proposed use is to build a single-family home. Marketing would be done in conjunction with the proposed homes for the 10 new lots being developed on Cider Lane. Information on these homes can be found at www.granbyridge.com.

TFHB, LLC is prepared to close without any financing contingencies.


Thomas Fredo, Jr.
Its Member

10/2/25

PURCHASE AND SALE AGREEMENT

THIS AGREEMENT made this _____ day of November, 2025 by and between the Town of Granby, a Connecticut municipal corporation located at Granby Town Hall, 15 North Granby Road, Granby, Connecticut 06035, hereinafter referred to as the "Seller", and TFHB, LLC, a Connecticut limited liability company located at 22 Water Street, Torrington, Connecticut 06790, hereinafter referred to as the "Purchaser",

W I T N E S S E T H

In consideration of the mutual agreements hereinafter made, the parties hereto agree as follows:

1. PROPERTY. Seller hereby agrees to sell and convey, and Purchaser hereby agrees to purchase that certain piece or parcel of land containing approximately 1,85 acres, together with any and all improvements thereon and appurtenances thereto, located at 603 Cider Lane, Granby, Connecticut and which is more particularly described on Schedule A attached hereto and made a part hereof (The "Property"). The Property is being conveyed "AS IS, WHERE IS" and with all faults. Seller makes no representations whatsoever with respect to the condition of the Property or any improvements thereon.

2. TITLE. The Property shall be conveyed to Purchaser free and clear of all encumbrances, liens or exceptions to title, other than those set forth in Paragraph 5, and subject to the provisions of this Paragraph. The title herein required to be furnished by the Seller shall be marketable, and the marketability thereof shall be determined in accordance with the Standards of Title of the Connecticut Bar Association now in force. Any and all defects in and encumbrances against the title, which come within the scope

of said Standards, shall not constitute a valid objection on the part of Purchaser, if such Standards do not so provide; provided the Seller furnishes any affidavits or other instruments which may be required by the applicable Standards. In the event, however, that the examination of title reveals any encumbrance or defect other than as herein provided for, Purchaser shall have the option to waive the same and complete the transaction, but in the absence of such waiver, Seller shall be allowed thirty (30) days after written notice thereof within which to eliminate the same. If such elimination is not completed within said period of thirty (30) days or if Seller within said period gives written notice of Seller's inability or unwillingness to eliminate the same at Seller's own expense, and, in either case, if such elimination has not been waived by Purchaser, Purchaser shall be entitled to a refund of any deposit referred to in Paragraph 3 hereof, and thereafter all rights, duties and obligations of the respective parties hereunder shall terminate, including the right of Purchaser thereafter to waive such elimination. A title search shall be procured by and paid for by Purchaser within fifteen (15) days from the execution of this agreement.

3. PURCHASE PRICE. The purchase price shall be One Hundred One Thousand Dollars (\$101,000) payable as follows: (i) \$5,050 deposit to the Seller's attorney as Escrow Agent within two business days of execution of this Agreement and (ii) the balance of \$95,950 at Closing.

4. CONDITIONS TO CLOSING; CONTINGENCIES.

Seller's obligations hereunder shall be conditioned upon the approval of this Agreement by the Board of Selectmen of the Town of Granby, the Board of Finance of

the Town of Granby and further approval by a special town meeting. Seller represents that all other required municipal approvals have been obtained.

5. CONVEYANCE OF TITLE. The deed of conveyance to the Property shall be by way of a Quitclaim Deed in the usual Connecticut form, which shall be duly executed, acknowledged and delivered, all at the Purchaser's expense, conveying the Property to the Purchaser free and clear of all encumbrances or defects in title except as set forth herein, and Seller shall pay, at the time of such delivery, any conveyance taxes which may be payable. Seller shall also execute and deliver at time of closing affidavits for title insurance in such forms as Purchaser's title insurance provider may reasonably request respecting the non-existence of claims for mechanics' liens or tenants in possession.

6. EXCEPTIONS TO TITLE. The Property will be conveyed by Seller and accepted by Purchaser subject to the following:

- (a) any and all provisions of any ordinance, municipal regulation, public or private law; and
- (b) other easements, restrictions and encumbrances as of record may appear, subject to the provisions of Section 5 above.

It is understood and agreed that all existing mortgages or liens, if any, affecting the Property shall be the responsibility of Seller and shall be paid at the time of closing.

7. ADJUSTMENTS. The real estate taxes (if any), utilities and fuel oil located on the Property and sewer use charge, if any, shall be adjusted as of the date of closing in accordance with local custom. Should any tax, assessment, or rate be

undetermined at the date of closing of title, the last determined tax, assessment or rate shall be used for the purposes of the adjustment.

8. CLOSING DOCUMENTS. At the closing, Seller shall deliver to Purchaser:

- (a) A Quitclaim Deed as referred to in Paragraph 5 herein;
- (b) FIRPTA Affidavit; and
- (c) Such other documentation as Purchaser's title insurance provider may reasonably require.

9. DEFAULT. In the event that either party shall fail to perform any of obligations and duties hereunder, the non-breaching shall have the right to seek whatever remedy it may have, either at law or equity, including without limitation, the right to specific performance.

10. CLOSING OF TITLE. The closing of title shall take place at the offices of Seller, Granby Town Hall, 15 North Granby Road, Granby, Connecticut, on or before that date which is thirty (30) days from the date on which the final required Seller municipal approval contingency specified above shall be satisfied or such other date as agreed to by the parties in accordance with the terms of this Agreement. At the Closing, all documents required to be executed and delivered under the terms hereof shall be delivered.

11. NOTICES. Any notices required or contemplated by this Agreement shall be sent to Seller's address as follows:

Town of Granby
Granby Town Hall
15 North Granby Road
Granby, CT 06035
Attn: Town Manager

With a copy to: Richard P. Roberts, Esq.
Halloran & Sage, LLP
225 Asylum Street
Hartford, CT 06103

and to Purchaser's address as follows:

TFHB, LLC
22 Water Street
Torrington, CT 06790
Attn: Thomas Fredo, Jr.

With a copy to:

or to such other address as Seller or Purchaser, as the case may be, shall otherwise direct by notice similarly given. Any such notice shall be deemed to have been received when mailed, postage prepaid, to the addressee, certified mail, return receipt requested. Notices may also be hand delivered to the above respective addresses, such notices to be deemed received on the date of written acknowledgment of receipt by Seller or Purchaser, as the case may be.

12. NO BROKER. Purchaser represents and warrants that no agent or broker has called Purchaser's attention to the Property, showed it to Purchaser or any representative of Purchaser or in any manner dealt with Seller or Purchaser or any of their representatives, or has been instrumental in effecting this transaction. Seller represents that the Property are not listed with any real estate agent or agency. This Agreement is consummated by the parties in reliance upon the foregoing representations, and each party agrees to indemnify the other against and save one another harmless from any loss or expense, including without limitation, reasonable

attorneys' fees arising out of any claim by virtue of alleged dealings had by such claimant with Purchaser or Seller or any representative of either.

13. RISK OF LOSS. The risk of loss or damage to the Property by fire or other casualty, until the time of the delivery of the deed as hereinafter provided, is assumed by Seller, but without any obligation or liability except at Seller's option, for the repair or replacement of such loss or damage to the Property, provided that Seller makes such repair or replacement within ninety (90) days after the date of such loss or damage. In the event that Seller does not or is unable to repair or replace within such ninety (90) day period, any such loss or damage, Purchaser and Seller shall each have the option to declare this Agreement terminated and releasing to Purchaser all sums heretofore paid to Seller by Purchaser on account of the aforesaid price. Upon receipt of such payment, further claims and obligations between the parties hereto by reason of this Agreement shall be released and discharged.

14. SUCCESSION. This Agreement shall be binding upon and shall inure to the benefit of the respective heirs, successors, and assigns of the parties.

15. COMPLETE AGREEMENT. It is understood and agreed that this Agreement (including the Schedules hereto) constitutes the entire contract between the parties hereto, and that no oral statement or promises or any understanding not embodied in this writing shall be valid.

16. GOVERNING LAW. This Agreement is executed under and shall be construed in accordance with the laws of the State of Connecticut.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above set forth.

WITNESSES:

TOWN OF GRANBY

By: _____
Michael P. Walsh
Town Manager
Duly Authorized

TFHB, LLC

By: _____
Name: Thomas Fredo, Jr.
Title: Member
Duly Authorized

Schedule A

A CERTAIN PIECE OR PARCEL OF LAND SITUATED ON THE WESTERLY SIDE OF CIDER MILL HEIGHTS IN THE TOWN OF GRANBY, HARTFORD COUNTY, CONNECTICUT AND SHOWN AS LOT 603 ON A MAP TITLED "SUBDIVISION PLAN 2 CIDER MILL HEIGHTS SECTION IV PREPARED FOR TOM FREDO BUILDERS, LLC MOUNTAIN ROAD, GRANBY, CONNECTICUT SCALE: 1 IN = 100 FT FEBRUARY 1, 2005 ED LALLY AND ASSOCIATES, INC. 111 PROSPECT HILL ROAD WINDSOR, CT 06095 (860) 688-2413" REVISED THROUGH "9/16/05 PER TOWN APPROVAL". SAID PARCEL IS MORE PARTICULARLY BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE WESTERLY STREET LINE OF CIDER MILL HEIGHTS, SAID POINT MARKS A SOUTHEASTERLY CORNER OF OPEN SPACE TO BE DEEDED TO CIDER MILL HEIGHTS HOME OWNERS ASSOCIATION AND THE NORTHEASTERLY CORNER OF THE PARCEL HEREIN DESCRIBED, SAID POINT IS ALSO LOCATED 399.29 FEET SOSUTHERLY, AS MEASURED IN SAID STREET LINE, OF THE SOUTHEAST CORNER OF LAND NOW OR FORMERLY OF WILLIAM P. & DIANA LYNN LINDENGRASS KNOWN AS 64 CIDER MILL HEIGHTS; THENCE S 41°-49'-58" E ALONG SAID STREET LINE A DISTANCE OF 418.54 FEET TO A POINT; THENCE SOUTHERLY IN A CURVE TO THE RIGHT ALONG SAID STREET LINE A DISTANCE OF 85.26 FEET TO A POINT, SAID CURVE HAVING A RADIUS OF 375.00 FEET AND A CENTRAL ANGLE OF 13°-01'-36"; THENCE SOUTHWESTERLY IN A CURVE TO THE RIGHT ALONG SAID STREET LINE A DISTANCE OF 46.08 FEET TO A POINT, SAID CURVE HAVING A RADIUS OF 25.00 FEET AND A CENTRAL ANGLE OF 105°-36'-46"; THENCE WESTERLY IN A CURVE TO THE RIGHT ALONG SAID STREET LINE A DISTANCE OF 30.22 FEET TO A POINT, SAID CURVE HAVING A RADIUS OF 275.00 FEET AND A CENTRAL ANGLE OF 06°-17'-46"; THENCE WESTERLY IN A CURVE TO THE RIGHT ALONG OTHER LAND OF THE GRANTOR A DISTANCE OF 137.70 FEET TO A POINT, SAID CURVE HAVING A RADIUS OF 200.00 FEET AND A CENTRAL ANGLE OF 39°-26'-52"; THENCE WESTERLY IN A CURVE TO THE LEFT ALONG SAID GRANTOR A DISTANCE OF 214.93 FEET TO A POINT, SAID CURVE HAVING A RADIUS OF 800.00 FEET AND A CENTRAL ANGLE OF 15°-23'-35"; THENCE N 15°-22'-00" E ALONG SAID GRANTOR A DISTANCE OF 63.85 FEET TO A POINT; THENCE N 15°-35'-51" W ALONG SAID GRANTOR A DISTANCE OF 180.57 FEET TO A POINT; THENCE N 48°-10'-02" E ALONG SAID GRANTOR A DISTANCE OF 101.06 FEET TO THE PLACE AND POINT OF BEGINNING. SAID PARCEL CONTAINS 80,549 SQUARE FEET OR 1.849 ACRES.

	FY23 Adopted	FY24 Adopted	FY25 Adopted	FY26 Proposed	FY27 Estimated	FY28 Estimated	FY29 Estimated
Expenditures (BOS)							
Operating	\$12,599	\$13,105	\$13,779	\$14,110	\$14,536	\$14,972	\$15,421
	4.68%	4.01%	5.14%	2.40%	3.00%	3.00%	3.00%
Other							
Existing Debt	\$1,323	\$1,275	\$1,234	\$1,731	\$1,234	\$1,198	\$1,136
New Debt Service	\$420	\$420	\$512	\$0	\$0	\$0	\$0
CNEF		\$0	\$0	\$105	\$602	\$638	\$700
OPEB	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Small Cap	\$1,850	\$2,150	\$2,400	\$2,500	\$2,650	\$2,700	\$2,750
TRB					\$0	\$0	\$0
Subtotal (Other)	\$3,593	\$3,845	\$4,146	\$4,336	\$4,486	\$4,536	\$4,586
	2.80%	7.01%	7.82%	4.58%	3.45%	1.11%	1.10%
BOS Subtotal	\$16,192	\$16,950	\$17,925	\$18,446	\$19,022	\$19,508	\$20,007
	4.26%	4.68%	5.75%	2.90%	3.12%	2.55%	2.55%
Expenditures (BOE)							
Operating	\$34,406	\$36,155	\$38,119	\$39,418	\$40,602	\$41,835	\$43,082
BOE Subtotal	\$34,406	\$36,155	\$38,119	\$39,418	\$40,602	\$41,824	\$43,082
	3.68%	5.08%	5.43%	3.40%	3.00%	3.00%	3.00%
Total Expenditures	\$50,598	\$53,105	\$56,044	\$57,864	\$59,624	\$61,332	\$63,089
	3.86%	4.95%	5.53%	3.24%	3.04%	2.86%	2.86%
Revenue							
Property Tax	\$41,300	\$42,251	\$44,492	\$46,057	\$48,127	\$50,135	\$52,217
%GL	3.53%	1.31%	1.24%	0.28%	1.25%	0.80%	0.80%
Overall MR% Change	0.93%	0.98%	3.89%	3.23%	3.20%	3.35%	3.33%
RE/PP MR% Change				3.56%			
Auto, etc	\$740	\$740	\$740	\$740	\$740	\$740	\$740
Intergovernmental	\$7,195	\$7,841	\$7,795	\$7,842	\$7,842	\$7,842	\$7,842
Car Tax Offset	\$0	\$1,101	\$0	\$0	\$0	\$0	\$0
Local Rev	\$588	\$740	\$832	\$1,040	\$1,040	\$1,040	\$1,040
Use of GF Surplus	\$55	\$12	\$2,185	\$2,185	\$1,875	\$1,575	\$1,250
Use of CNEF	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Offset(Gap)	\$420	\$420	\$0	\$0	\$0	\$0	\$0
Addition Feed (Gap)	\$300	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$50,598	\$53,105	\$56,044	\$57,864	\$59,624	\$61,332	\$63,089
	3.86%	4.95%	5.53%	3.24%	3.04%	2.86%	2.86%