

**TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING**

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March 20, 2023

Members Present: First Selectman Mark H. Fiorentino
 Selectman Kelly O. Rome
 Selectman Margaret Q. Chapple
 Selectman Mark C. Neumann
 Selectman Frederick A. Moffa

Others Present: Erica P. Robertson, Town Manager
 Kimi Cheng, Finance Director
 Kirk A. Severance, Public Works Director
 Scott A. Nolan, Town Clerk

The Hon. Mark H. Fiorentino, First Selectman called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Town Hall Meeting Room.

I. PLEDGE OF ALLEGIANCE

Selectman Kelly O. Rome led members of the Board of Selectmen in the Pledge of Allegiance.

II. MINUTES

A. Approval of Board of Selectmen Regular Meeting Minutes – March 6, 2023

Selectman Mark C. Neumann made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the minutes of the Board of Selectmen meeting of March 6, 2023.

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES**.

B. Approval of Board of Selectmen Budget Workshop Meeting Minutes – March 9, 2023

Selectman Mark C. Neumann made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the minutes of the Board of Selectmen meeting of March 9, 2023.

The motion was seconded by Selectman Margaret Q. Chapple which passed by a voice vote of 4 ayes (First Selectman Fiorentino, Selectmen Rome, Chapple, Neumann) 0 nays, and 1 abstention (Selectman Moffa). **MOTION CARRIES**.

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C. Approval of Board of Selectmen Budget Workshop Meeting Minutes – March 13, 2023

Selectman Margaret Q. Chapple made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the minutes of the Board of Selectmen meeting of March 13, 2023.

The motion was seconded by Selectman Mark C. Neumann which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES**.

III. APPOINTMENTS

First Selectman Mark H. Fiorentino noted that the Board of Selectmen had not received any recommendations recently to fill vacancies but that further recommendations would be coming soon.

IV. OLD BUSINESS

A. Consideration of Friends of Holcomb Farm By-Laws

Erica P. Robertson, Town Manager updated members of the Board of Selectmen about the Friends of the Holcomb Farm (FOHF) bylaws noting that the relationship between the Town and the FOHF has evolved over the last three decades, particularly since the work completed on the lease and land use agreement, the FOHF bylaws have not kept pace with the changes. Erica P. Robertson, Town Manager explained that in late 2022, the FOHF revised their bylaws which simplified the relationship between the Town and the Friends as the Town of Granby was considered the “Town Member” in the bylaws creating some governing oversight of the activities of the Friends and due to the recent work done between the Town and the FOHF this will no longer be required.

At 7:04 p.m. First Selectman Mark H. Fiorentino called for a recess due to technical difficulties with the Zoom & GCTV technologies as members of the public participating from home no longer had the ability to listen to the meeting. Hearing no objection, First Selectman Mark H. Fiorentino announced a five (5) minutes recess until the call of the chair.

At 7:17 p.m. First Selectman Mark H. Fiorentino resumed the call of the meeting as the technology issues had been corrected.

First Selectman Mark H. Fiorentino proposed an amendment to the bylaws that he would like to see changed prior to the vote indicating that Section 3.3 should read:

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*“Section 3.3 Town Ex Officio Member. The Town of Granby Board of Selectmen may appoint an EX Officio Member to the Board. Such member, if appointed, **may** participate in all Board meetings and activities, but shall have no vote, and no right to serve as an officer of the Board”.*

Selectman Margaret Q. Chapple noted that there was an error in section 6.2 Financial Statement as the word account was accidentally struck out and should remain to allow section 6.2 to read as *“The balance sheet and income statement shall be audited by an independent certified public **accountant** as otherwise required by law, and shall be deposited at the principal office of the Corporation and shall be kept for at least ten years from such date”.*

Selectman Kelly O. Rome made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the revised BYLAWS OF HOLCOMB FARM, INC. with the changes as discussed and authorizes the Town Manager to execute any documents and any other necessary requirements to enact the revised bylaws.

The motion was seconded by Selectman Frederick A. Moffa which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

V. BUSINESS

A. Pollinator Pathways Sign Contest – Winner Presentation

David W. Roberts, Chairman of the Conservation Commission informed members of the Board of Selectmen about a few of their initiatives and their mission including an event called *No-Mow-May* which is in support of pollinators. Chairman Roberts explained that the Conservation Commission had recently held a contest to create yard signs which would effectively explain the *No-Mow-May* event to members of the public as to why residents were supporting the initiative. Chairman Roberts informed members of the Board of Selectmen that the Commission had recently selected the winner of the *No-Mow-May* contest which had received numerous entries and presented the award to Griffin Parron a Granby High School student. Members of the Board of Selectmen thanked Griffin Parron for his hard work and congratulated him on winning the contest and looked forward to seeing the signs around town on *No-Mow-May* lawns.

B. Consideration and Approval of the FY 2023-24 Board of Selectmen Budget

Erica P. Robertson, Town Manager informed members of the Board of Selectmen that the Board of Selectmen historically transmits a resolution to the Board of Finance in regards to the budget. Erica P. Robertson, Town Manager noted that there were a few minor adjustments to the proposed budget based on the feedback that had been received during the Board of Selectmen Budget Workshops

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which included; Intergovernmental Revenues; Local Departmental Revenues, and Fund Transfer; Administration; Public Works & Environment; and Sewer Utility. Further discussion took place regarding the Capital Plan (D-135) the property valuation number was requested to be changed to "0"; Culverts, Bridges, and Drainage should hold flat at "\$15,000".

First Selectman Mark H. Fiorentino made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby adopts the Proposed Budget 2023 – 2024 for the Capital Budget (D-135 of the Proposed Annual Town Budget & 2024-2028 Capital Improvement Program) with the following changes to FY 2023-24; Road Maintenance/ Improvement \$1,000,000; Culvert, Bridges, and Drainage to "\$15,000"; Capital Equipment "\$462,397"; Educational Related \$1,000,000; Property Valuation/ Acquisition and Economic "\$0.00"; Public Facilities Maintenance/ Improvement "\$54,000"; and Curbs, Sidewalks, and Traffic Control \$0.00.

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote **(5/0/0) MOTION CARRIES.**

Further discussion took place regarding the UCONN IPP Contract (D-59 of the Proposed Annual Town Budget & 2024- 2028 Capital Improvement Program). Selectman Mark C. Neumann explained to members of the Board of Selectmen that he felt that for the value of the intern there were better places to spend the money.

Selectman Mark C. Neumann made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby strikes the line item "UCONN IPP Contract" from the General Administration budget on page D-59 of the Proposed Annual Town Budget & 2024- 2028 Capital Improvement Program.

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote **(5/0/0) MOTION CARRIES.**

Further discussion took place regarding an increase to the Personal and Property Protection Building Inspection budget regarding the Temp/Part-Time as it is anticipated to see an increase in the number of inspections that the Town will need to provide.

Selectman Kelly O. Rome made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the Granby Board of Selectmen hereby increases the Personal and Property Protection Building Inspection Temp/Part-Time line item by \$15,000 on page D-95 of the Proposed Annual Town Budget & 2024- 2028 Capital Improvement Program.

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The motion was seconded by Selectman Frederick A. Moffa which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

Selectman Frederick A. Moffa made a motion for the adoption of the resolution for the 2023-24 Municipal Budget as follows:

WHEREAS, the Board of Selectmen is required to present a budget to the Board of Finance for the 2023-24 Fiscal Year; and,

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

WHEREAS, following a review of the proposed Town Manager’s Budget the 2023-24 Board of Selectmen General Fund Expenditure budget is recommended at \$16,919,991; and,

WHEREAS, the Selectmen’s proposed budget is below the Guideline budget to reflect a 3.77% over the 2022-23 Town Operations Budget of \$12,599,318.

NOW THEREFORE, BE IT RESOLVED that the Board of Selectmen forward a proposed 2023-24 **REVENUE BUDGET** to the Board of Finance consisting of the following items:

GENERAL FUND REVENUES	\$ AMOUNT
Property Tax (excl. Current Levy)	740,000
Intergovernmental Revenues	8,941,799
Local Departmental Revenues (excl. Fund Transfer)	740,421
TOTAL	\$10,422,220

That the Board of Selectmen forward a proposed 2023-24 **EXPENDITURE BUDGET** to the Board of Finance consisting of the following items:

GENERAL FUND EXPENDITURES	\$ AMOUNT
Administration	5,267,689
Personal & Property Protection	3,161,846
Public Works & Environment	3,573,423
Libraries, Recreation, & Social Services	1,071,955

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Town Operations Budget	\$13,074,913
Capital Budget	2,150,000
Debt Service	1,695,078
TOTAL	\$16,919,991

That the Board of Selectmen forward a proposed 2023-24 **OTHER FUNDS BUDGET** to the Board of Finance along with a **2024-2033 CAPITAL IMPROVEMENT PROGRAM** consisting of the following:

OTHER FUNDS	\$ AMOUNT
Dog Fund	19,200
Recreation Events (P&R and HF)	827,290
Sewer Utility	302,190
Capital Equipment/Improvement	2,531,397
Education Quality & Diversity	1,085,711*
Solid Waste Fund	151,000
2024-2033 Capital Improvement Program	(detail in Budget document)

*This number had been updated according to BOE Budget Book which was approved by the BOE on March 15, 2023

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

VI. TOWN MANAGERS REPORT

Erica P. Robertson, Town Manager reported to members of the Board of Selectmen regarding revenue collection noting that Tax Collection is at 99% (vs. 101% last year) and that the collection on prior years taxes is estimated to be \$30,000 lower than the budgeted amount and that if we do a tax sale in the spring, we may be able to reach the budget amount.

Erica P. Robertson, Town Manager reported to members of the Board of Selectmen that the TIFF rate continues to be strong and as of March 16, 2023, STIF has a daily rate of 4.64%, or a 7-day yield of 4.64%, much higher than last year and that we earned an approximately ~\$66,000 in the month of February.

VII. FIRST SELECTMAN REPORT

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First Selectman Mark H. Fiorentino thanked Granby's First Responders and the department of public works for all their hard work this season keeping our roads in good shape and for responding to the recent snowstorm.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that our Student Liaison, Charles Orluk was at a basketball banquet and that he had been informed that the Empty Bowls event date has changed to April 24, 2023.

VIII. SELECTMAN REPORTS

No reports were offered.

IX. PUBLIC SESSION

No Public Input was offered.

X. EXECUTIVE SESSION

Selectman Kelly O. Rome made a motion to go into Executive Session at 8:01 p.m. to discuss a Personnel issue and invited members of the Board of Selectmen into Executive Session.

The motion was seconded by Selectman Mark C. Neumann which passed by a unanimous voice vote **(5/0/0) MOTION CARRIES.**

As reported to the Town Clerk, Scott A. Nolan, at approximately 9:30 p.m. Selectman Mark C. Neumann made a motion to recess the March 20, 2023, Executive Session until Tuesday, March 21, 2023, at 4:30 p.m.

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote **(5/0/0) MOTION CARRIES.**

As reported to the Town Clerk, Scott A. Nolan, Executive Session reconvened on Tuesday, March 21, 2023, at 4:30 p.m. At 5:21 p.m. Executive Session ended.

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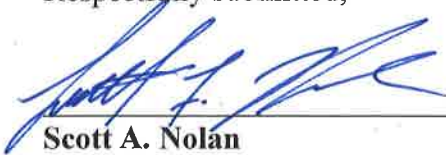
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XI. ADJOURNMENT

As reported to the Town Clerk, Scott A. Nolan, Selectman Mark C. Neumann made a motion to adjourn the Board of Selectmen Meeting at 5:22 p.m. on Tuesday, March 21, 2023, which was seconded by Selectman Kelly O. Rome and passed by a unanimous voice vote. **(5/0/0) MOTION CARRIES.**

Respectfully submitted,



Scott A. Nolan
Town Clerk

Received for Record March 27, 2023, at 4:14 PM
By SCOTT A. NOLAN, Town Clerk