

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

**Minutes**

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**April 17, 2023**

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

Others Present:        Scott A. Nolan, Town Clerk  
                              Kimi Cheng, Finance Director  
                              Kirk A. Severance, Public Works Director  
                              Abigail Kenyon, Community Development Director

The Hon. Mark H. Fiorentino, First Selectman called the meeting of the Board of Selectmen to order at 7:03 p.m. in the Town Hall Meeting Room 15 North Granby Road, Granby, CT 06035.

**I.   PLEDGE OF ALLEGIANCE**

Selectman Margaret Q. Chapple led members of the Board of Selectmen in the Pledge of Allegiance.

**II.   MINUTES**

**A.   Approval of Board of Selectmen Meeting Minutes – April 3, 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 April 3, 2023.

The motion was seconded by Selectman Frederick A. Moffa at which time discussion took place regarding a typo on page 5 (Selectman Reports). After a brief discussion the motion passed by a voice vote of **4** ayes (Selectmen Fiorentino, Rome, Neumann, and Moffa) **0** nays, and **1** abstention (Selectmen Chapple) **MOTION CARRIES**.

**III.   APPOINTMENTS**

First Selectman Mark H. Fiorentino noted that the Board of Selectmen had not received any recommendations to fill vacancies.

**IV.   OLD BUSINESS**

There was no old business to discuss.

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**V. BUSINESS**

**A. Introduction of Amber Wyzik, Director of Library Services**

Amber Wyzik, Director of Library Services introduced herself to members of the Board of Selectmen noting that Granby is in her history and that she has had the pleasure to work in multiple kinds of libraries. Amber Wyzik, Director of Library Services further explained that she comes with many years of experience in improving library technology services and has experience with grant awards.

Following Amber Wyzik's presentation members of the Board of Selectmen welcomed her to Granby and noted that they were excited for her to begin her work.

**B. Presentation from Friends of the Wildflower Meadow**

Aubrey Schultz from the Friends of the Granby Wildflower Meadow informed members of the Board of Selectmen that the group has begun monitoring their meadow and begun some mowing, along with collecting data from their meadow. Aubrey Schultz further explained that the Friends of the Wildflower Meadow had recently done community outreach and visited eight Granby classrooms in the Middle and High Schools. Aubrey Schultz also informed members of the Board of Selectmen that the Friends of the Granby Wildflower Meadow had recently held officer elections and Aubrey Schultz had been elected the new president of the Granby Wildflower Meadow.

**C. Consideration and Approval Use Agreement Between the Town of Granby and Friends of Granby Wildflower Meadow Inc.**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that on August 2, 2021, the Board voted to approve the use of town-owned land at 175 Salmon Brook Street for a wildflower garden and that following the approval a 501c (3) group the Friends of Granby Wildflower Meadow Inc. was established. First Selectman Mark H. Fiorentino noted that the Friends began working to remove invasive species from the property and last year, held a planting event. First Selectman Mark H. Fiorentino explained that members of the Board of Selectmen that at their May 2022 meeting, it was requested that the Friends work with the Town Manager to discuss an agreement pertaining to the continued use of the property. First Selectman Mark H. Fiorentino further explained that over the past few months, Town staff worked to draft an agreement, which was reviewed by both the Town Attorney and the Connecticut Interlock Risk Management Agency (CIRMA).

Selectman Frederick A. Moffa made a motion for the adoption of the following resolution:

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**BE IT RESOLVED**, that the Granby Board of Selectmen authorizes the First Selectman to sign the 175 Salmon Brook Street Use Agreement between the Town of Granby and Friends of Granby Wildflower Meadow Inc.

The motion was seconded by Selectman Margaret Q. Chapple which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES**.

**D. Appointment of Executive Search Committee to Fill a Town Manager Vacancy**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that as the first step in the process to fill the vacancy in our Town Manager position, our Town Attorney recommends starting by appointing the Board of Selectmen as the Executive Search Committee.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints the Board of Selectmen to serve as the executive-level personnel search committee, as defined in Connecticut General Statutes §1-200(7), with respect to the office of the Town Manager.

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

**E. Consideration and Approval of the Use of ARPA Funds for Town Hall Complex HVAC System Evaluation**

Kirk A. Severance, Public Works Director informed members of the Board of Selectmen that as part of the ARPA project proposals, the Board of Selectmen approved an estimated \$400,000.00 for upgrades to the Town Hall campus HVAC system and that the first step of the process is to hire an engineering firm to evaluate the four buildings (Police Station, Town Hall, Senior Center, and Library) and make recommendations for improvements. Kirk A. Severance, Public Works Director explained that as request proposals have been issued there were three companies that responded, and that Russell and Dawson were the low bidders for \$59,200. Kirk A. Severance, Public Works Director further explained that an interview was conducted on March 30, 2023, and it has been determined their proposal will meet our needs, therefore, \$59,200 is requested to be allocated from the ARPA HVAC project to move forward.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen authorizes and approves the use of \$59,200 of ARPA funds to hire an engineering firm to evaluate HVAC system in the Town Hall complex buildings.

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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**

**A. Budget Operations**

Kimi Cheng, Finance Director informed members of the Board of Selectmen about the tax collection rate which is at 99% (vs. 102% last year) and that the STIF rate continues to be strong as of April 9, 2023, which has a daily rate of 4.87%, or a 7-day yield of 4.89%, much higher than last year.

Kimi Cheng, Finance Director also informed members of the Board of Selectmen about the expenditures and noted that the legal service department was over due to some of the recent requests to the Town Attorney which will need to be covered by department 1011 contingency.

**B. ARPA Expenditure Report**

Kimi Cheng, Finance Director updated members of the Board of Selectmen about the ARPA projects that the Board had voted to authorize and further explained where many of the projects stood in completion. First Selectman Mark H. Fiorentino noted that the ARPA project 67000A Axon Fleet Cruiser Cameras project was closer to ~\$60,000 and not the report ~\$42,000.

**VII. FIRST SELECTMAN REPORT**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen about the Charter Revision Commission explaining that the Charter Revision Commission was beginning to near the end of their work and that the Board of Selectmen would be receiving a final draft report in the coming weeks. First Selectman Mark H. Fiorentino went on to further explain that this would impact the Board of Selectmen's summer Board meetings and wanted to clarify the timeline with members of the Board of Selectmen.

**VIII. SELECTMAN REPORTS**

Charles Orluk, Student Liaison reminded members of the Board of Selectmen that the **EMPTY BOWLS** event was this Thursday, April 20, 2023, and that members of the public were invited to attend.

Selectman Kelly O. Rome thanked members of the public for their work helping pick up trash and noted that there had been a few town events encouraging residents to help pick up nip bottles.

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Selectman Margaret Q. Chapple thanked the Senior Center for the international trips that their doing and that she had recently had the pleasure of attending the Ireland trip. Selectman Margaret Q. Chapple further explained that the group did an amazing job organizing the trip and that the travel agency the Town worked with did an outstanding job.

Selectman Mark C. Neumann informed members of the Board of Selectmen that while driving thru town on Friday night he noticed that some of the light poles were back up and running.

Selectman Kelly O. Rome thanked Meg who created a group to walk from Oak Ridge Drive to Maple View Farm so the group could observe how walkable the Town of Granby is and that a further report would be coming regarding some of their observations.

**IX. PUBLIC SESSION**

No Public Input was offered.

**X. EXECUTIVE SESSION**

Selectman Kelly O. Rome made a motion to go into Executive Session at 7:33 p.m. to discuss pending litigation (Toll V. Town of Granby) and invited members of the Board of Selectmen into Executive Session.

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

As reported to the Town Clerk, Scott A. Nolan, Selectman Mark C. Neumann moved to end executive session at 7:44 p.m. which was seconded by Selectman Kelly O. Rome.

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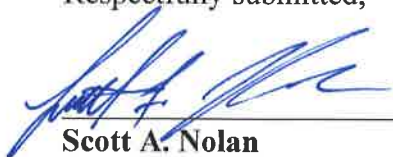
April 17, 2023

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**XI. ADJOURNMENT**

As reported to the Town Clerk, Scott A. Nolan, Selectman Kelly O. Rome made a motion to adjourn the Board of Selectmen Meeting at 7:45 p.m. which was seconded by Selectman Mark C. Neumann and passed by a unanimous voice vote.

Respectfully submitted,



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**Scott A. Nolan**  
Town Clerk

Received for Record April 18, 2023, at 12:56 PM  
By SCOTT A. NOLAN, Town Clerk