

**TOWN OF GRANBY
BOARD OF FINANCE
MEETING MINUTES
APRIL 28, 2025**

PRESENT: Michael Guarco, Chairman; Kevin Hobson, Vice Chairman, Jenny Emery, William Kennedy, and James Tsaptsinos

ABSENT: Benjamin Perron

ALSO PRESENT: Cheri Burke, Superintendent of Schools, Kimi Cheng, Director of Finance; Monica Logan, Board of Education Chairman and Mike Walsh, Town Manager

CALL TO ORDER:

The meeting was called to order by Chairman Michael Guarco at 7:30 p.m.

1. APPROVAL OF MINUTES FROM APRIL 7, 2025, PUBLIC HEARING

ON A MOTION by J. Emery, seconded by K. Hobson, the Board voted (5-0-0) to approve the public hearing minutes of April 7, 2025, as corrected. The first speaker during public comment was incorrectly identified. The correct name and address are Herb Hulbert, 168 Hungary Road, Granby.

2. APPROVAL OF MINUTES FROM APRIL 7, 2025, MEETING

ON A MOTION by J. Emery, seconded by K. Hobson, the Board voted (5-0-0) to approve the meeting minutes of April 7, 2025.

3. STATEMENT OF ACCOUNTS

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

- As of 3/31/25, the total tax collection was consistent with prior years at 101% (vs. 102% last year).
- Interest earned in the month of March from the STIF account was approximately \$76,500. As of 4/20/25, the daily rate was 4.42% and the 7-day yield was 4.42%.
- The Town received \$38,462.83 for personal property tax from telecommunications companies.
- The Town received B.E.A.R. Transition Academy tuition of \$77,033.
- As reported by the BOE, Granby's total Excess Cost Grant reimbursement for FY25 is \$579,471 with a final payment of \$72,265 expected in June. The total received from the State will be \$587,815 under budget.
- As of 3/31/25, the total General Fund expenditure was consistent with the last fiscal year at 74% (vs. 76% last year).
- The Public Works Department overtime expense as of 3/31/25 was \$156,774 compared to \$73,211 last year due to damage caused by several rainstorms. Overtime was also incurred for staff to provide supervision and traffic control for the road overlay program as well as coverage for the Celebrate the Valley event at Salmon Brook Park. DPW overtime is expected to be about \$55K over budget at the end of the year assuming there are no emergencies which require overtime in the remaining months of the year.

- The Police Department overtime expense as of 3/31/25 was \$134,914 compared to \$143,117 last year due to the lockdowns at the high school and officer training as well as shift coverage for PTO and injury lost time. The overage in this account is expected to be about the same as last year and will be covered with savings realized from an open position.

Cheri Burke, Superintendent of Schools presented the March 2025 budget expense report.

- Personnel and program account expenditures remain stable and are anticipated to be covered within the appropriated budget. As the end of the fiscal year approaches, funds will be shifted to accommodate purchases and initiatives and clear negative balances.
- Special Education expenses remain stable. Encumbrances are adjusted to reflect anticipated expenditures as a result of student movement, program modifications and staff adjustments. Accounts are monitored closely to identify any shifts due to specific student needs which may have a financial impact on the overall budget.
- The Quality and Diversity Fund remains consistent and is expected to have a positive balance at the end of the year.
- Revenue to the Town for FY25 is expected to decrease by \$36,160 primarily due to the lower percentage for excess cost reimbursement from the State of Connecticut for special education expenses incurred by school districts for the FY25 school year. Granby's final reimbursement for FY25 is \$579,471 with a final payment of \$72,265 expected in June.

4. ESTABLISH THE MILL RATES FOR THE FISCAL YEAR 2025-26

The Fiscal Year 2025-26 budget was adopted by machine vote on April 21, 2025 (698 to 447).

ON A MOTION by K. Hobson, seconded by J. Tsaptsinos, the Board voted (5-0-0) to approve the following resolution:

2025-26 ADOPTED BUDGET RESOLUTION FOR MILL RATE

WHEREAS, the Town Referendum has adopted an Annual Budget for the Fiscal Year 2025-26 on April 21, 2025, as proposed by the Board of Finance, and

WHEREAS this Budget includes appropriations from the General Fund, Dog Fund, Local Capital Improvement Program Fund, Capital Equipment/Improvement Fund, Town Aid Road Fund, Sewer Utility Fund, Recreation Events Fund, Education Quality and Diversity Fund, Solid Waste Fund, and Other Funds, and

WHEREAS this Budget includes an expenditure amount for the Board of Selectmen of \$18,445,571 and an expenditure amount for the Board of Education of \$39,418,142, for a total Town Budget of \$57,863,713, and

WHEREAS anticipated revenues, excluding taxes levied for the Fiscal Year 2025-26, amount to \$11,807,330.

NOW THEREFORE BE IT RESOLVED that the Board of Finance set a mill rate of 34.21 on real estate and personal property and set a mill rate of 32.46 on motor vehicles and supplemental motor vehicles to raise an estimated \$46,056,383 in property taxes for the Fiscal Year 2025-26 Adopted Budget.

5. CONSIDERATION OF BUDGET AMENDMENT FOR LIBRARY SUMMER INTERN POSITION

In April 2025, the Granby Library Association and the Friends of the Granby Public Libraries agreed to provide \$5,722.50 for a temporary, full-time summer internship position at the Granby Public Library. The position will be 35 hours a week for 10 weeks and will not include benefits. Upon approval of this funding, GLA and FOGPL will each provide a check for \$2,861.25.

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

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

6. CONSIDERATION OF BUDGET AMENDMENT FOR PEGPETIA GRANT

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

ON A MOTION by W. Kennedy, seconded by J. Tsaptsinos, the Board voted (5-0-0) to approve a budget amendment to increase the Misc. Revenue and Grant Expense line items up to \$7,344.28 in the fiscal year 2025-26 adopted General Fund Budget to purchase two interactive displays for the Granby Public Library.

7. CONSIDERATION OF BUDGET AMENDMENT IN P&R FUND FOR VALLEY BROOK COMMUNITY CHURCH DONATION

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

ON A MOTION by K. Hobson, seconded by J. Emery, the Board voted (5-0-0) to approve a budget amendment to increase the Donations – General revenue line item and the Donations expense line item in the amount of \$15,000 in the fiscal year 2024-25 adopted P&R Program Event Fund budget to add ramps to the existing bandshell at Salmon Brook Park.

8. CONSIDERATION OF BUDGET AMENDMENT FOR ADDITIONAL APPROPRIATION FROM THE SOLID WASTE FUND FOR TRASH BARRELS, BEAR RESISTANT TRASH BARRELS, BEAR BARREL PARTS, AND RECYCLING FLYER

Director of Public Works Kirk Severance is requesting an appropriation of \$43,529 from the Solid Waste Fund for new trash barrels, replacement parts for barrels, and for the printing and mailing of an informational flyer. The Solid Waste Fund has sufficient funds to cover these additional appropriations, with a balance of \$446,470 as of June 30, 2024.

ON A MOTION by J. Tsaptsinos, seconded by J. Emery, the Board voted (5-0-0) to approve an additional appropriation of \$43,529 from the Solid Waste Sanitation Fund balance to fund the purchase of 200 trash barrels, 75 bear resistant barrels, barrel parts, and recycling flyer.

9. CONFIRM DATE OF NEXT MEETING

The next regular meeting of the Board of Finance is scheduled for Tuesday, May 27, 2025, in the Senior Center Community Room.

10. ADJOURNMENT:

ON A MOTION by J. Tsaptsinos, seconded by W. Kennedy, the Board voted (5-0-0) to adjourn the meeting at 8:30 p.m.

Respectfully submitted,



Betsy Mazzotta
Recording Secretary