

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

**Minutes**

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**May 1, 2023**

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

Others Present:        Scott A. Nolan, Town Clerk  
                              Kimi Cheng, Finance Director  
                              Kirk A. Severance, Public Works Director – Via Zoom  
                              Abigail Kenyon, Community Development Director – Via Zoom  
                              Dr. Jordan E. Grossman, Superintendent of Schools – Via Zoom  
                              Anna Robbins, Business Manager

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 15 North Granby Road, Granby, CT 06035.

**I.   PLEDGE OF ALLEGIANCE**

Selectman Mark C. Neumann led members of the Board of Selectmen in the Pledge of Allegiance. After the Pledge of Allegiance First Selectman, Mark H. Fiorentino entertained a motion to reorder the agenda to accommodate members of the staff.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby reorders the agenda and moves New Business item V. F (Consideration of Awarding Contract for the Granby Memorial High School (GMHS) Roof Replacement Project) to before V. A (Consider the Creation of a Holcomb Farm Stewardship Trust Fund).

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

**II.   MINUTES**

**A. Approval of GWPCA Public Hearing Meeting Minutes – April 17, 2023**

Selectman Frederick A. Moffa 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 GWPCA Public Hearing of April 17, 2023.

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

**B. Approval of GWPCA Special Meeting Minutes – April 17, 2023**

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 minutes of the GWPCA special meeting of April 17, 2023.

The motion was seconded by Selectman Mark C. Neumann at which time discussion took place regarding a typo on page 2 (Consideration of Sewer Connection Charge for Future Sewer Connections). After a brief discussion, the motion passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

**C. Approval of Board of Selectmen Regular Meeting Minutes-- April 17, 2023**

Selectman Frederick A. Moffa 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 17, 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 received recommendations from the Democratic Town Committees to fill two vacancies on Boards and Commissions.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Lynette M. Simpson (D) to the Commission on Aging for a full two-year term beginning January 9, 2023, and ending January 14, 2025, as recommended by the Democratic Town Committee;

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Rachel C. Antonucci (D) to the Agricultural Commission for a full four-year term beginning January 9, 2023, and ending January 11, 2027, as recommended by the Democratic Town Committee.

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

**IV. OLD BUSINESS**

There was no old business to discuss.

**V. BUSINESS**

**F. (Moved Agenda Item) Consideration of Awarding Contract for the Granby Memorial High School (GMHS) Roof Replacement Project**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that at the request of the School Projects Building Committee and under the guidance of our architectural firm, Silver Petrucelli and Associates, the Town of Granby issued a request for proposals for the replacement of the GMHS roof. First Selectman Mark H. Fiorentino further explained that a mandatory walkthrough for all interested parties was held on April 5, 2023, and that sealed bids were due at the Central Services Building at 12:00 p.m. on April 21, 2023. First Selectman Mark H. Fiorentino noted that the recommended contractor provided the lowest possible bid for a total cost of \$2,328,028 with the added alternate for the 30-year warranty in the amount of \$112,824, which was added to the base bid. First Selectman Mark H. Fiorentino further explained that the cost for the clerk of the works is not to exceed \$50,000 and will be facilitated by the School Projects Building Committee and Silver Petrucelli and Associates.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen authorizes the First Selectman to award and execute the contract for the Granby Memorial High School roof replacement project, including the 30-year warranty, to the Imperial Company Restoration Contractor Inc. in the amount of \$2,440,852. And I move that the Board of Selectmen authorize the School Projects Building Committee and Silver Petrucelli and Associates to hire a Clerk of the Works for the project in the amount not exceeding \$50,000.

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

**A. Consider the Creation of a Holcomb Farm Stewardship Trust Fund**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that at their October 17, 2022, meeting the Board of Selectmen approved the Long-Term Conservation and Sustainability Plan for Holcomb Farm which included the Holcomb Farm Conservation Easement

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and that according to the Holcomb Farm Conservation Easement, the Town must create a restricted stewardship fund for the donation of \$500,000 from the Granby Land Trust. First Selectman Mark H. Fiorentino noted that staff and the Town Attorney worked on creating the Trust Agreement and the Trust Fund Ordinance and that the Board of Selectmen's next step would be to set a public hearing on the proposed ordinance.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen sets a public hearing in the Town Hall Meeting Room at 6:45 p.m. on Monday, May 15, 2023, on the proposed Ordinance Creating the Holcomb Farm Stewardship Trust Fund.

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

**B. Discussion and Possible Action Regarding the Scope of a Granby Center Study**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that over the past several months, the Planning & Zoning Commission and Development Commission discussed a study of Granby Center and items that should be included in the study. First Selectman Mark H. Fiorentino noted that if members of the Board of Selectmen agreed then he would entertain a motion.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen approves the Granby Center Study Proposed Scope as outlined in the March 17, 2023, memorandum from the Planning & Zoning Commission to the Board of Selectmen.

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

**C. Discussion and Possible Action on the Establishment of a Granby Center Study Advisory Committee**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that as outlined in the memo from the Planning & Zoning Commission to the Board of Selectmen it is recommended to appoint a committee to oversee the study of Granby Center and that the Planning & Zoning Commission recommends up to five members serve on this committee.

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**RESOLUTION ESTABLISHING A  
GRANBY CENTER ADVISORY COMMITTEE**

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

**WHEREAS**, Section 4-3 of the Granby Town Charter authorizes the Board of Selectmen to establish by resolution an advisory committee as the Board may determine to be necessary for the general welfare of the Town and;

**WHEREAS**, the Board of Selectmen deems it necessary to establish a committee to study Granby Center;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Selectmen hereby establishes a Granby Center Advisory Committee.

**BE IT FURTHER RESOLVED**, that the Committee shall have the composition and charge as outlined in the May 1, 2023, Board of Selectmen Memo from Abby Kenyon, Director of Community Development (V. Business Item C Agenda Item).

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

**D. Consideration and Approval of the Additional Allocation from ARPA funds for Axon Fleet Cruiser Cameras**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that at the September 6, 2022, Board of Selectmen meeting they approved \$42,026 for the Police Department to purchase modems from AT&T and the Axon Fleet 3 in-car video systems, which consists of two cameras for each of the Police Department's six marked police vehicles which include, hardware, software, on-line storage, licensing, and warranty. First Selectman Mark H. Fiorentino further explained that the allocated funding is not enough to cover the project and that staff is recommending that the Board of Selectmen allocate additional funding from the ARPA funds to cover the shortage of \$17,971.90 and that the coverage period recurring yearly fee is estimated to be \$8,911.67 for the software, which is subject to change.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen authorizes and approves the additional allocation of \$17,971.90 from the ARPA funds for the purchase of Axon Fleet Cruiser Cameras.

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

**E. Consideration of Capital Equipment Loans**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the Fiscal Year 2022-23 Town Adopted Budget includes approval for the loan purchase of a dump, truck, pickup truck, public works vehicle, and maintenance equipment for the Town and business, a maintenance vehicle, and technology equipment for the Board of Education in the Capital Equipment/ Improvement Fund. First Selectman Mark H. Fiorentino further explained that with a capital equipment loan program, the Town is able to spread purchases over several years and that the board of finance recommends this practice due to the high-interest rate set by the Federal Reserve and significant increases in interest rates offered by two banks the town currently has a banking relationship with. First Selectman Mark H. Fiorentino also noted that Liberty Bank offers an interest rate of 5.32% for a 4- and 1/2-year loan agreement and Westfield Bank offers an interest rate of 6.75% for the same 4 and 1/2-year loan agreement.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen approves two inter-fund loans, one from the General Fund to the Capital Equipment/ Improvement Fund in the amount of \$669,000 for a 4.5-year term, and another one from the General Fund to the Education Quality & Diversity Fund for a 2-year term in the amount of \$37,000. Both loans have a fixed interest rate of 4.50%. Each year, the Capital Equipment/ Improvement Fund and the Education Quality & Diversity Fund will repay the General Fund principal and interest as illustrated in the attached amortization schedule. And I move that the Board of Selectmen forward this request to the Board of Finance for approval.

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

**F. (Moved Agenda Item) Consideration of Awarding Contract for the Granby Memorial High School (GMHS) Roof Replacement Project**

**VI. TOWN MANAGERS REPORT**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the Town Managers report would be emailed out to members of the Board as it included updates from the various town departments including the Assessor's office, Library, Police Department, Public Works, Social Services, Senior Services, and Youth Services.

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**VII. FIRST SELECTMAN REPORT**

No First Selectman's report was provided.

**VIII. SELECTMAN REPORTS**

Selectman Mark C. Neumann informed members of the Board of Selectmen that he attended the Charter Revision Commission Public Hearing on Wednesday, April 26, 2023, to give some feedback and explained that the Charter Revision Commission is on schedule to wrap up their activities in the next few weeks and submit their final report to the Board of Selectmen on June 5, 2023.

Selectman Margaret Q. Chapple informed members of the Board of Selectmen that she had attended the Empty Bowls event and that it went well and there was a lot of donated food from area restaurants. Selectman Margaret Q. Chapple also went to the Yard Goats Game where the Granby Middle School and the Wells Road 4<sup>th</sup> & 5<sup>th</sup>-grade chorus sang the National Anthem and America the Beautiful.

Selectman Kelly O. Rome informed members of the Board of Selectmen that she had an opportunity to attend the Granby/Simsbury Chamber of Commerce awards ceremony and that Abigail Kenyon, Community Development Director was awarded the Granby Public Servant of the Year.

**IX. PUBLIC SESSION**

No Public Input was offered.

**X. EXECUTIVE SESSION**

No Executive Session took place.

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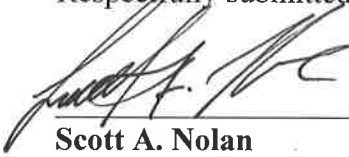
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**XI. ADJOURNMENT**

There being no more business to come before the meeting, Selectman Mark C. Neumann made a motion to adjourn the Board of Selectmen meeting at 7:45 p.m., which was seconded by Selectman Margaret Q. Chapple and passed by a unanimous voice vote. **(5/0/0) MOTION CARRIES.**

Respectfully submitted & attested,



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**Scott A. Nolan**  
Town Clerk

Received for Record May 2, 2023, at 2:07 PM  
By SCOTT A. NOLAN, Town Clerk