

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

**Minutes**

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**July 17, 2023**

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

Others Present:        Scott A. Nolan, Town Clerk  
                                 Kimi Cheng, Finance Director  
                                 Richard P. Roberts, Esq., Town Attorney  
                                 Kirk A. Severance, Public Works Director  
                                 John Horr, Jr., Lost Acres Fire Department, Chief  
                                 Amber Wyzik, Director of Library Services  
                                 Chairman Edward Ohannessian, Charter Commission  
                                 Commissioner Rebecca Brewer, Charter Commission  
                                 Commissioner Benjamin Perron, Charter Commission  
                                 Commissioner Francis Brady, Charter Commission  
                                 Commissioner Lynn Guelzow, Charter Commission

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 Margaret Q. Chapple led members of the Board of Selectmen in the Pledge of Allegiance. After the Pledge of Allegiance, First Selectman Mark H. Fiorentino recognized our Information Technology Zoom Meeting Coordinator, Catherine Lanyon, and congratulated her on recently getting married.

**II.   MINUTES**

**A.   Approval of Board of Selectmen Meeting Minutes – June 20, 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 minutes of June 20, 2023.

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

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**B. Approval of Board of Selectmen Public Hearing Meeting Minutes – July 10, 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 Public Hearing meeting of July 10, 2023.

The motion was seconded by Selectman Frederick A. Moffa 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 recent recommendations for consideration.

**IV. OLD BUSINESS**

No old business took place.

**V. BUSINESS**

**A. Consideration and Approval of Additional Appropriation for the Phase 2 Cossitt Library Preservation Project and Budget Amendment for the Hartford Foundation for Public Giving Grant**

Amber Wyzik, Director of Library Services informed members of the Board of Selectmen that in December 2021 the friends of F.H. Cossitt Library (FOC) were awarded a grant from the Hartford Foundation of Public Giving- Pomeroy Brace Fund in the amount of \$28,000 to spend and phase I: exterior repairs of the Cossitt Library building. Amber Wyzik, Director of the Library explained that the FOC gifted the full amount to the town to fund the project and at the September 7th, 2021, Board of Selectmen meeting and the September 27th, 2021, Board of Finance meeting the board decided to allocate up to an additional \$10,000 for this specific project.

Amber Wyzik, Director of the Library further noted that in April 2022 the friends of the Granby public libraries (FOGPL) applied for and were awarded a second grant from the Hartford Foundation of Public Giving -Pomeroy Brace Fund and the amount of \$28,000 to be spent on phase one and part of phase two exterior repairs of the Cossitt Library upper story windows on the West and South sides of the building. Amber Wyzik, Director of the Library explained that the grants do not require any matching funds from the town however the total estimated cost of the project is \$45,043. Amber Wyzik, Director of the Library also explained that FOGPL will contribute an additional \$4,814 from

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its fundraising efforts and that the FOGPL and Library Projects Committee request that the Board of Selectmen commits to approving an additional appropriation not to exceed \$13,000 to cover the difference between the actual cost of phase one Cossitt Library preservation project and the PBF grant and FOGPL donation. Amber Wyzik, Director of the Library also explained that upon approval of this funding, they are requesting acceptance of the PBF grant funds and FOGPL donation. Amber Wyzik, Director of the Library also noted that since the grand award and the FOGPL donation will increase revenue and expenditure lines in the Capital Equipment/ Improvement Fund which was not budgeted in the fiscal year 2023-2024 adopted budget a budget amendment is required according to the town charter and that the PBF grand and FOGPL donation will increase the miscellaneous revenue and Cossitt Library Pre-Dev. Studies Project line by \$32,814 in the Capital Equipment/ Improvement Fund she is requesting that this item be sent to the Board of Finance for Approval.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby approve an additional appropriation not to exceed \$13,000 from the General Fund undesignated fund balance to cover a portion of the cost of Phase 1, Part 2 of the Cossitt Library Preservation project and any unspent amount will be returned to the general fund at the end of the project, and forward this request to the Board of Finance to approve and;

**BE IT FURTHER RESOLVED**, that the Granby Board of Selectmen hereby approve a budget amendment to increase the miscellaneous revenue and Cossitt Library Pre. Dev. Studies Project line items in the Capital Equipment / Improvement Fund project by \$32,814 and forwards this request to the Board of Finance for approval.

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

**B. Charter Revision Update**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that considerable work had already been done on the charter revision both by members of the Charter Revision Commission and at the Board of Selectmen Public Hearing. First Selectman Mark H. Fiorentino explained that many of the items that have been raised are worthy of consideration and conversation and that there are still a few items to address. First Selectman Mark H. Fiorentino explained that one of the issues that had been brought to the Board of Selectmen's attention is the issue of bond items that go to a referendum ballot and that he felt it is important for ongoing flexibility and that it would be a poor decision to limit the Board of Selectmen ability to package a bonding question.

Discussion also took place by members of the Board of Selectmen who felt that requiring a vote for each individual charter revision question on the November ballot may become cumbersome and that

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it may be difficult to phrase these questions in a way that makes sense as several of the items impact each other and are relatable.

Members of the Board of Selectmen also discussed the issue concerning elected officials filling out and completing their current term of office before becoming a candidate for another municipal office. Some members of the Board of Selectmen felt that this provision if added to the town charter would be unenforceable as it might be difficult to enforce volunteers to finish out their term of office.

Members of the Board of Selectmen discussed the issue of party representation on every Board and Commission to ensure that the makeup of each Board and Commission reflects the number of registered voters in each party. Members of the Board of Selectmen were unanimously in their thoughts that Connecticut State law already has a mechanism for ensuring minority representation on every Board and Commission and that adding additional language in the Town Charter that increases this representation may be challenging.

Members of the Board of Selectmen discussed the issue of adding language to the Town Charter that mandates that all development projects go to a referendum vote and that members of the Board of Selectmen discussed additional restrictions should not be added to the Town Charter that would restrict the development of private property, especially as the Planning & Zoning Commission is heavily regulated by Connecticut General Statutes.

Further discussion took place by members of the Board of Selectmen regarding the creation of an Ethics Commission whose charge would be to investigate ethics complaints. During the discussion, several members of the Board of Selectmen indicated that they are not opposed to the idea of creating an Ethics Commission, however, it may not be most suitable to add the creation of an Ethics Commission to the town charter. Selectman Margaret Q. Chapple noted that she would like to see clarifying language in section 3-11 of the Granby Town Charter as the term financial interest is not clearly defined and that parts of this section may contradict kinetic general state statutes along with the State Code of Ethics.

Members of the Board of Selectmen also discussed the issue of sending all sales of Town-owned property to a referendum vote. First Selectman Mark H. Fiorentino noted that the Board of Selectmen had received communication from our Town Attorney regarding new legislation that would prohibit adding this change and members of the Board of Selectmen felt that the language that had been added to section 11-3 (c) needed to be reexamined due to current law.

Members of the Board of Selectmen also discussed the issue of municipal officers holding more than one office during congruent terms. The majority of the members of the Board of Selectmen wanted to send this issue back to the Charter Revision Commission so it could be further clarified in section 3-1 of the town charter.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby returns the Draft Report of the Granby Charter Revision Commission to them and requests that the Charter Revision Commission give additional consideration to the following sections: 3-1(b) General Powers and Duties of Elective Officers; 3-11(a) Conflict of Interest; and 11 – 3(c) When a Town Meeting is required and;

**BE IT FURTHER RESOLVED**, that the Granby Board of Selectmen hereby request that the Charter Revision Commission complete their work and return a Final Draft Report to the Board of Selectmen within thirty (30) days.

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

**C. Receive Report from Granby Radio Committee. Discuss and Possible Action to Authorize the Committee to Seek Proposals to Complete the Design, Installation, and Support of a Radio Communication System, Including the Removal of Old Equipment**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the Granby Radio Committee has been developing plans and specifications to upgrade/ replace the emergency response equipment and infrastructure and that the plan and specifications are near completion and should be soon ready for the Town to seek bids/ proposals. First Selectman Mark H. Fiorentino explained that generally, the plan and specifications address the needs of our first responders' team and include, the Lost Acres Fire Department, Granby Ambulance Association, Granby Police Department, Granby Department of Public Works, and the Granby CERT team. First Selectman Mark H. Fiorentino also noted that the plan and specifications address all aspects of the communication system, including system infrastructure, communication equipment, maintenance, training, tower construction, and removal of old equipment.

Chief John Horr, Jr., Lost Acres Fire Department gave a presentation to members of the Board of Selectmen informing them of the progress that the Radio Committee has already made including hiring a technical consultant to advise/ assist the Radio Committee and that Marcus Communications had been hired through the competitive bidding process. Lost Acres Fire Department Chief John Horr, Jr., also explained that Marcus Communications has performed existing system analysis and needs assessment and reviewed the existing technologies/ options.

Lost Acres Fire Department Chief John Horr, Jr., informed members of the Board of Selectmen that much of the current emergency services communication system is antiquated, out of production, doesn't meet current standards, and is in dire need of replacement. Lost Acres Fire Department Chief

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John Horr, Jr. informed members of the Board of Selectmen about four possible tower sites and possible tower sites including Mountain Road, which is privately owned, has no recurring cost for access, requests full systems installation/ generator, and Metacomet Ridge which is owned by the BDL airport, has no recurring cost for access, requires full systems installation/ generator.

Lost Acres Fire Department Chief John Horr, Jr. informed members of the Board of Selectmen of two other possible sites which are Upper Meadow which is a commercial site, preliminary contact made, access is available, lease fee required, requires full systems installation/ generator, and Gavitt Road, commercial site, preliminary contact made, access is available, lease fee required, requires full systems installation/ generator. Lost Acres Fire Department Chief John Horr, Jr. further informed members of the Board of Selectmen about the need to also be aware and plan for the future of the communication system which may eventually include regionalization of communication but explained that the current communication infrastructure that exists would not accommodate regionalization.

Lost Acres Fire Department Chief John Horr, Jr. informed members of the Board of Selectmen that he believes that the Radio Committee is ready to proceed further with the permission of the Board of Selectmen and that approval of the TOG Radio System Committee to issue bid specification is the next step.

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby authorize the Town of Granby Radio Committee, working with the First Selectman, to seek and evaluate proposals to complete the design, installation and support for a radio communication system, including the removal of old equipment.

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

**D. Fiscal Year 2022-23 Transfer of Accounts**

Kimi Cheng, Finance Director informed members of the Board of Selectmen that at the end of each fiscal year, funds need to be transferred between departments to cover over-budgeted conditions in specific departments for audit purposes and that the following request is being made.

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The finance department is requesting the following transfers for the fiscal year 2022-23:

Transfer From		Transfer To		Comment
Contingency-Misc. Expense	\$9,000	Legal Services	\$9,000	To cover legal fees (PZ & ZBA case, CHRO case, leases, HF proj, track repairs proj, LAFD case, Charter Revision)
Contingency-Kearns and Misc.	\$4,000	Legal Services	\$4,000	To cover legal fees (PZ & ZBA case, CHRO case, leases, HF proj, track repairs proj, LAFD case, Charter Revision)
Contingency-Kearns and Misc.	\$2,300	Comm Deve-Payroll Temp	\$2,300	To cover the Interim Town Planner position
Contingency-Kearns and Misc.	\$3,200	Planning & Engineering Serv	\$3,200	To cover Clark Engineering service fees
Total:	\$18,500	Total:	\$18,500	

The finance department also requested a transfer of \$125,800 in July 2022 to the Wage Settlement/Sev account for anticipated retirements in the fiscal year 2023. As of June 30, 2023, the account has a balance of \$49,848.21. They recommended keeping the balance in the account and transferring additional funds to the wage settlement account due to a foreseeable retirement in late September or early October.

Transfer From		Transfer To	
FICA & Medicare	\$40,000	Wage Settlement/Sev	\$50,000
Pension & ICMA	\$10,000		
Total:	\$50,000	Total:	\$50,000

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

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby authorizes the transfer of accounts as listed in the above tables and forwards this request to the Board of Finance to approve.

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

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**VI. TOWN MANAGERS REPORT**

**A. ARPA Report**

First Selectman Mark H. Fiorentino thanked Kimi Cheng, Finance Director for her work updating the Board of Selectmen regarding the various APRA projects and asked members of the Board of Selectmen if they had any questions regarding the ARPA report that has been submitted to the Board of Selectmen.

**VII. FIRST SELECTMAN REPORT**

First Selectman Mark H. Fiorentino updated members of the Board of Selectmen regarding the search for a Town Manager and that a second round of a request for proposals has gone out and that at our next meeting, he hopes to have additional information to share with the Board of Selectmen and what the next steps will be. First Selectman Mark H. Fiorentino also noted that the close of the RFP is Wednesday, July 26, 2023.

**VIII. SELECTMAN REPORTS**

No selectmen reports were offered.

**IX. PUBLIC SESSION**

Reinhard Maier (*138 Day Street*) thanked First Selectman Mark H. Fiorentino for the time that he has done as First Selectman and acting Town Manager and inquired about the Assessment Appeal process and is advocating for the residents who may not have money for legal counsel to fight Assessment Appeals. Mr. Maier inquired with members of the Board of Selectmen about the Grand, which he indicated had flipped hands again and the assessment value had changed. Mr. Maier spoke about his concerns about affordable housing.

Carolyn Flint (*54 Barn Door Hills Road*) expressed her concern about the walkability of Salmon Brook Park and that she is concerned about an article that she had read in the Granby Drummer that the proposed inner walking path had been delayed and would now not be completed until next year.

**X. EXECUTIVE SESSION**

No Executive Session Took Place.

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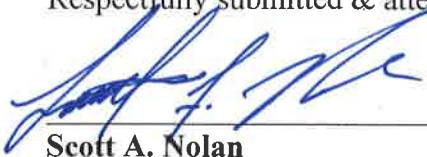
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**XI. ADJOURNMENT**

There being no more business to come before the meeting, Selectman Frederick A. Moffa made a motion to adjourn the Board of Selectmen meeting at 8:24 p.m., which was seconded by Selectman Mark C. Neumann 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 July 24, 2023, at 10:10 AM  
By SCOTT A. NOLAN, Town Clerk