

**TOWN OF GRANBY  
BOARD OF FINANCE REGULAR MEETING MINUTES  
JULY 27, 2015**

**PRESENT:** Gordon Bischoff, Francis Brady, Frederick Moffa, O.D.; Kelly Rome, and Al Wilke

**Also present:** William F. Smith, Jr., Town Manager; B. Scott Kuhnly, First Selectmen; and Alan Addley, Superintendent of Schools

Vice Chairman Gordon Bischoff commented that Chairman Guarco would not be in attendance this evening. He stated there was a quorum and called the meeting to order at 7:30 p.m.

**MINUTES**

The Board reviewed the meeting minutes for the regular meeting of June 22, 2015 before taking action.

ON A **MOTION** by Al Wilke, seconded by Francis Brady, the Board voted 4-0-1 to approve the minutes of June 22, 2015, as presented. Ms. Rome abstained.

**CONSIDERATION OF APPROPRIATION REQUEST FOR CT DEPARTMENT OF TRANSPORTATION GRANT 2015-16**

First Selectman Kuhnly gave the background information for this grant request. The grant funding is combined with our 50% local share match from the current budget to employ a full-time senior van driver. The Town of Granby has been awarded funding from this program since FY 2006-07. He indicated the Board of Selectmen approved the grant application on March 2, 2015. The grant award for FY 2015-16 is \$28,641. It was confirmed that the total amount for the program is \$57,282.

Mr. Wilke commented that the senior van service is one of the best services offered and a great program for our senior community.

ON A **MOTION** by Kelly Rome, seconded by Al Wilke, the Board voted unanimously (5-0-0) to approve the appropriation in the amount of \$28,641 from General Fund Balance to the Senior Activities Fund – Van Services.

**CONSIDERATION OF APPROPRIATION FOR THE MIDDLE SCHOOL SHELTER GENERATOR PROJECT**

Town Manager Smith presented background information for the Middle School Shelter Generator project. The town provides sheltering during declared emergencies. He indicated from our last emergency sheltering, it became apparent that the Senior Center building was inadequate to manage such an emergency long-term. The town and school met and discussed how to handle improved sheltering, naming the Middle School as an emergency shelter. As part of our \$11.4M capital project bond issue, it was evident the amount set aside for the purchase of the generator would not be sufficient. The town applied for a grant from the Federal Emergency Management Agency (FEMA) for purchase and installation of an emergency generator at the Middle School. The amount applied for was \$356,133 based on an engineering analysis. FEMA will contribute 75% of the total cost (\$267,000) and Granby's share is 25% or \$89,000.

When asked if there was any more cost involved with this purchase, Town Manager Smith indicated there may be some small ongoing costs for maintenance purposes but, if an emergency was declared, the cost of running the generator and sheltering would be eligible for reimbursement. The generator fuel is propane.

ON A **MOTION** by Al Wilke, seconded by Francis Brady, the Board voted unanimously (5-0-0) to appropriate from General Fund Balance to the \$11.4M Capital Projects Fund the amount of \$267,000 for the Middle School Shelter Generator Project.

Mr. Brady commented that this is a commendable project by the town.

### **CONSIDERATION OF APPROPRIATION FOR SCHOOL SECURITY GRANT PROGRAM FUND**

Chairman Bischoff asked Superintendent of Schools, Alan Addley, to give details regarding the school security appropriation request. He indicated the Board of Education is requesting an appropriation for school security needs in the amount of \$130,000. The school applied for a round two security grant and it was not awarded. However, \$130,000 was encumbered in FY 2013-14 to address the local match if the school did receive the grant award. It was released back to the General Fund and a separate appropriation in the amount of \$130,000 is being requested to address school security needs. The appropriation amount will help address the security needs that remain (security surveillance cameras and metal doors).

The Board of Selectmen commented favorably on January 5, 2015 for an appropriation request in the amount of \$130,000 from the General Fund to the School Security Grant Program Fund for school safety projects.

ON A **MOTION** by Kelly Rome, seconded by Dr. Frederick Moffa, the Board voted unanimously (5-0-0) to appropriate from General Fund Balance to the School Security Grant Program Fund the amount of \$130,000 for school safety projects.

### **CONSIDERATION OF APPROPRIATION FOR THE NUTMEG NETWORK GRANT**

Town Manager Smith explained the Nutmeg Network Grant. It gives the opportunity for municipalities to join the Nutmeg Network provider that schools currently utilize, provides for expanding and enhancing Internet connection bandwidth, realizes some Internet connection cost savings, and offers option participation in regional shared service projects. The Board of Selectmen approved the grant application on February 17, 2015. The Office of Policy and Management has awarded the Town of Granby \$6,000 towards the cost to connect to the Nutmeg Network under the Regional Performance Incentive Grant Program. There are no matching funds required.

Joining this provider allows Granby to capitalize on what other towns are doing, particularly under shared service projects. It is a key part to regional effort successes. There are ongoing fees associated with this move to a different provider, which is comparable to our current network provider (Cox).

ON A **MOTION** by Dr. Frederick Moffa, seconded by Kelly Rome, the Board voted unanimously (5-0-0) to appropriate from General Fund Balance to the General Fund Infrastructure Maintenance Telephone Service account the amount of \$6,000 for the cost to connect to the Nutmeg Network.

## **OTHER**

Vice Chairman Bischoff commented the Board received a copy of the 2015 Transfer of Accounts form, which this action was taken up at the previous meeting.

## **CONTINUED DISCUSSION ON SHORT AND LONG TERM FINANCIAL OUTLOOK**

Vice Chairman Bischoff recapped the discussions on short and long term financial outlook considered at past meetings. He then asked for comments by the members and attendees.

Some highlights were:

- Board member Brady stated there is a concern for continually keeping operating budgets at 2% when budget operating requests have been higher. The mill rate may need to be raised.
- Board member Bischoff mentioned that CNEF is being reviewed in an effort to possibly assist in the operating budgets for the next couple of years.
- Board member Wilke commented the next 3 years will be the most challenging. Hopefully IBAC may find cost productive opportunities to keep operations cost down.
- Board member Rome (IBAC member also) commented there may be some benefits discovered long term, but it has already been recognized that the town and school runs a well-managed budget that is lean already. For short-term cost productive opportunities to keep operation costs down, IBAC is not optimistic at this time.
- Board member Moffa commented the school and town have come up against challenges in the budget before and have handled them with success. Hopefully, it continues keeping Granby a great place to live. A fair budget is needed.
- First Selectman Kuhnly noted that the primary goal for IBAC was to improve services and efficiencies. Some savings may be realized, but it would take a long period of time.
- Superintendent Addley commented regional discussions have taken place since the occurrence of declining enrollment of students. A declining enrollment study is being conducted and perhaps, there may be some variable identified to assist how the BOE moves forward regarding the education curriculum.
- Town Manager Smith mentioned that surrounding towns informally share or assist each other. This typical informal procedure is beneficial because work gets accomplished without formal constraints. If the process is formal, there are statutory procedures to follow and it can be more costly. Some examples are the town shares building inspection services and youth service programs. The town participates in the Farmington Valley Town Collaborative that consists of surrounding communities to interact with and learn from each other. The town will continue looking at relationships with other towns.

**CONFIRM DATE OF NEXT MEETING**

It is anticipated there will be no meeting in August. The next regular meeting would be scheduled for September 28, 2015 at 7:30 p.m. in the Police Department Community Room.

**ADJOURNMENT**

ON A **MOTION** by Al Wilke, seconded by Kelly Rome, the Board voted unanimously 5-0-0 to adjourn the meeting at 8:13 p.m.

Respectfully submitted,

Patricia I. Chieski  
Recording Secretary