

**TOWN OF GRANBY
BOARD OF SELECTMEN
MINUTES
MARCH 18, 2013**

The regular meeting of the Board of Selectmen was called to order by First Selectman John Adams at 7:30 p.m.

PRESENT: John Adams, Ronald Desrosiers (via speaker phone), B. Scott Kuhnly, Sally King, and William F. Smith, Jr., Town Manager

I. PUBLIC SESSION

Granby resident Eugene Smyth, 2 Aster Lane, addressed the Board and spoke in support of friend Jim Warnke who had applied for a full-time dispatcher position with the Granby Police Department.

First Selectman Adams responded the Board of Selectmen is unable to get involved once it is in the litigation process.

II. MINUTES OF PRECEDING MEETING

ON A MOTION by Selectman Kuhnly, seconded by Selectman King, the Board voted unanimously (4-0-0) to approve the minutes of the regular meeting of March 4, 2013 as presented.

ON A MOTION by Selectman Kuhnly, seconded by Selectman King, the Board voted unanimously (4-0-0) to approve the minutes of the workshop meeting of March 7, 2013 as presented.

ON A MOTION by Selectman Kuhnly, seconded by Selectman King, the Board voted unanimously (4-0-0) to approve the minutes of the workshop meeting of March 11, 2013 as presented.

III. UNFINISHED OR TABLED BUSINESS

No unfinished or tabled business was before the Board.

IV. BUSINESS

A. Resignations and Appointments to be Considered

There were no resignations. First Selectman Adams indicated there are two vacancies on the Commission on Aging, one vacancy on the Development Commission, and one vacancy on the Employee Health Benefits Fund Advisory Committee. An interested volunteer can contact the Town Committee Chairmen B. Scott Kuhnly (R) or Margaret Chapple (D), or the Town Manager's office for further information.

B. Consideration of Adoption of the Town of Granby Emergency Contingency Plan

The Democratic Registrar of Voters, Laura Wolfe, presented the Emergency Contingency Plan that puts procedures in place to conduct elections and to maintain them in the event of emergency conditions. With the help of Registrar Maureen Wolf

and in coordination with Town Clerk Karen Hazen and Town Manager Smith, it was decided to create a plan that essentially follows the statutory guidelines. The plan is the same as Farmington, which covers the basics and is not too specific. Town Manager Smith indicated this would become part of Granby's basic emergency plan. Too many details in a plan make it cumbersome to maintain, so a more basic plan is preferred. He thanked the Registrars for a job well done.

State Statutes indicate a plan be adopted by the municipal Legislative body (Board of Selectmen).

ON A MOTION by Selectman King, seconded by Selectman Kuhnly, the Board voted unanimously (4-0-0) to adopt the Emergency Contingency Plan as presented.

ON A MOTION by Selectman Kuhnly, seconded by Selectman King, the Board voted unanimously (4-0-0) to reorder the agenda, placing item IV. D. to be discussed during closed session following Selectman Reports.

C. Consideration of Budget Workshop Issues and Adoption of Fiscal Year 2013-14 Budget and Transmittal to Board of Finance

During the Selectmen's budget workshops, there were several items that came into discussion and are being presented for further consideration. The first item was a request for a listing of expenses at Holcomb Farm totaling \$24,879. Expenditures and Revenues will again be tracked next year. They will continue to be monitored as time goes on to determine the cost to sustain running Holcomb Farm. The ultimate plan is for existing and new activity to be supported with fees.

The second item was restoring Library hours back to what they were before they were cut. The \$12,000 identified as the cost is an estimated figure that will help bring funding levels closer to where they were in 2010-11 when hours were reduced due to budget cuts.

The third item was discussion about utilizing more funds from the Town Aid Road and Local Capital Improvement Program grants. The Governor's budget proposal indicates Granby may receive an additional amount of approximately \$150,000. The town's Capital Budget includes a similar amount of \$150,000 for the reconstruction of Silver Street and Harvey Drive that was deferred. If acceptable to the Boards, the additional grant funds could be added to the town's Capital Budget with a contingency that should the grant not be provided, the town would not proceed with road construction next year.

Also for consideration was new debt service being paid directly from premiums received from our recent bond sale. The auditors indicated that debt service must run thru the General Fund Budget. Selectman King and Town Manager Smith discussed legalities of the use of the approximately \$700,000 bond sale premium bonus. The mechanism to transfer the funds for the project to CNEF will be reviewed.

Selectman King indicated the Board should vote on the resolution, as presented, and any further considerations should be reviewed by the Board of Finance.

ON A MOTION by Selectman Kuhnly, seconded by Selectman King, the Board voted unanimously (4-0-0) to adopt the Fiscal Year 2013-14 Budget and transmit the same to the Board of Finance as follows:

WHEREAS, the Board of Selectmen is required to present a budget to the Board of Finance for the 2013-2014 Fiscal Year; and

WHEREAS, the Board of Finance has requested that the Board of Selectmen operations portion of the budget guideline be no more than 3% above the 2012-2013 budget; and

WHEREAS, various revenues are included in the budget to offset expenditures including Intergovernmental and Local Revenues; and

WHEREAS, following a review of the proposed budget by the Board of Selectmen, an operations budget of \$9,595,425 has been developed to meet the guideline for the new fiscal year; and

WHEREAS, the Board of Finance indicated general government amounts above the 3% guideline limit that are offset by revenues would not be counted in meeting the guideline, the General Fund Offsets are Open Farm Day: \$1,000, Police Dispatch Grant: \$45,000, Solid Waste Fund Revenue: \$75,000, and Holcomb Farm and Town Land Rental: \$30,000 all totaling \$151,000 which equals an increase of 1.65% making net operations increase of 2.96%;

NOW, THEREFORE, BE IT RESOLVED that the Board of Selectmen forward a 2013-2014 **REVENUE BUDGET** to the Board of Finance consisting of the following items:

GENERAL FUND REVENUES	ORIGINAL TMGR PROPOSED	BOS RECOMMENDED
Property Tax (excl. Current Levy)	\$595,000	\$595,000
Intergovernmental Revenues	6,991,298	6,991,298
Local Departmental and Fund Revenues	2,013,242	2,013,242
TOTAL	\$9,599,540	\$9,599,540

That the Board of Selectmen forward a 2013-2014 **EXPENDITURE BUDGET** to the Board of Finance consisting of the following items:

GENERAL FUND EXPENDITURES	ORIGINAL TMGR PROPOSED	BOS RECOMMENDED
Administration	\$3,448,664	\$3,448,664
Personal & Property Protection	2,417,507	2,417,507
Public Works & Environment	2,896,347	2,896,347
Libraries, Recreation, & Social Services	832,907	832,907
Capital Budget	1,000,000	1,000,000
Economic Development Funds	10,000	10,000
Debt Service	3,467,543	3,467,543
TOTAL	\$14,072,968	\$14,072,968

That the Board of Selectmen forward a 2013-2014 **OTHER FUNDS BUDGET** to the Board of Finance along with the **2014-2023 CAPITAL IMPROVEMENT PROGRAM** consisting of the following:

OTHER FUNDS	ORIGINAL TMGR PROPOSED	BOS RECOMMENDED
Dog Fund	\$15,000	\$15,000
Recreation Events	\$354,000	\$354,000
Sewer Utility Fund	\$156,000	\$156,000
Capital Equipment/Improvement	\$1,328,324	\$1,328,324
Education Quality & Diversity	\$656,932	\$656,932
2014-2023 Capital Improvement Program	(detail in Budget document)	(detail in Budget document)

D. Consideration of Pending Litigation

Item reordered to Closed Session after VII. Selectman Reports.

V. TOWN MANAGER REPORTS

A. Budget Operations – February 2013

Town Manager Smith reported tax collection is at 100%. There were very few changes from January’s report. Legal Services will need a transfer of approximately \$10,000 - \$15,000 and Police Operations may need a transfer as well. There was nothing else to report at this time.

VI. FIRST SELECTMAN REPORTS (John Adams)

First Selectman Adams reported there is some misinformation about CRRA issues that is being reported in the Hartford Courant.

VII. SELECTMAN REPORTS and STUDENT LIAISONS REPORTS (Sally King, Vice Chairman, Ronald Desrosiers, B. Scott Kuhnly, and Mark C. Neumann and Casey Buchholz and Sarah Wutka Student Liaisons)

Selectman Kuhnly congratulated Coach Hansen and the Granby High School basketball team on their winning the Class S State Championship game that was played this past weekend.

VIII. ADJOURNMENT

The meeting recessed to closed session at 8:05 p.m.

EXECUTIVE SESSION

First Selectman Adams called the executive session of the Board of Selectmen to order at 8:15 p.m.

PRESENT: John Adams, Ronald Desrosiers (via phone), B. Scott Kuhnly, Sally King, and William F. Smith, Jr., Town Manager

The purpose of the meeting was to discuss pending litigation

The executive session adjourned at 8:25 p.m.

The regular meeting of the Board of Selectmen was reconvened at 8:25 p.m.

There being no further business to come before the Board, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

William F. Smith, Jr.
Town Manager