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**TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, OCTOBER 2, 2023
TOWN HALL MEETING ROOM
7:00 P.M.
AGENDA**

1. Pledge Of Allegiance

2. Minutes

Documents:

[BOS MEETING MINUTES 9.18.2023.PDF](#)

3. Appointments

Documents:

[BOS APPOINTMENT MEMO 2023-1002.PDF](#)

4. Old Business

5. Business

5.I. Proclamation - 1973 Girls Field Hockey Team Championship

5.II. Appointment Of Kimi Cheng To Serve As Interim Town Manager

Documents:

[2023-0620BOS MEMOB - APPOINTMENTOFKCHENGINTERMINTM.PDF](#)

6. Town Manager Report

Documents:

[2023-1002TMDEPARTMENTALREPORTA.PDF](#)

7. First Selectman Report

8. Selectmen Reports

9. Public Session

10. Executive Session

11. Adjournment

The Next Regular Meeting is Scheduled for October 16, 2023.

This meeting can be viewed LIVE on WWW.GCTV16.ORG in "Shows in the Spotlight".

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

Minutes

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September 18, 2023

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

Others Present: Scott A. Nolan, Town Clerk
 Kimi Cheng, Finance Director
 Charles Orluk, Student Liaison
 Kirk A. Severance, Public Works Director

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

Charles Orluk, Student Liaison led members of the Board of Selectmen in the Pledge of Allegiance.

II. MINUTES

A. Approval of Board of Selectmen Meeting Minutes – August 21, 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 August 21, 2023.

The motion was seconded by Selectman Frederick A. Moffa which passed by a voice vote of **4** ayes (First Selectman Fiorentino, Selectmen Neumann, Chapple, and Moffa) **0** nays, and **1** abstention (Selectman Rome). **MOTION CARRIES.**

III. APPOINTMENTS

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that no recommendations had been received to take action on.

IV. OLD BUSINESS

No old business took place.

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V. BUSINESS

A. Proclamation – Lewis McIntyre

First Selectman Mark H. Fiorentino presented a proclamation to Lewis McIntyre in recognition of his service to the Town of Granby which read:

WHEREAS, Lewis McIntyre and his wife Beth have resided in West Granby, CT, for many years, and Lewis has significantly contributed to the community during this time, and

WHEREAS, Stony Hill Village a housing community located in the center of Granby, CT, was founded in 1972, and offers affordable housing for the elderly and the disabled, and

WHEREAS, Lewis McIntyre volunteered and served as Vice President of the Board of Directors for Stony Hill Village for many years, participating in countless meetings, dumpster days, holiday parties, and other community events that helped to enrich this community, and

WHEREAS, Lewis McIntyre was dedicated to ensuring that all had an opportunity to live and remain in the Town of Granby, and he strived to maintain a village atmosphere wherein residents could live enjoyable lives, and

NOW THEREFORE, the Town of Granby commends Lewis McIntyre for the passionate and dedicated service he provided to the residents of Stony Hill Village and the larger community. The Town of Granby extends its gratitude to Lewis McIntyre on behalf of those whose lives were touched by his dedication as well as the generosity of his time, and we extend our best wishes to him in his future endeavors.

B. Consideration and Approval of Additional Appropriation from the Solid Waste Fund for Bear Resistant Trash Barrels and Transfer Station Dumpsters

Finance Director Kimi Cheng, and Kirk A. Severance, Public Works Director informed members of the Board of Selectmen that the Town of Granby’s current trash program was instated in July 2009 and as part of the program a 65-gallon trash barrel is provided to each residence in Granby and that the trash barrels are owned by the Town of Granby. Finance Director Kimi Cheng, and Kirk A. Severance, Public Works Director explained that due to the increasing bear population in Granby, residents have issues keeping bears out of their trash barrels resulting in many issues including litter, and bears returning regularly as they become accustomed to a food source. Finance Director Kimi Cheng, and Kirk A. Severance, Public Works Director further explained that the Town has purchased 104 bear barrels which have been purchased by residents for a one-time fee to cover the cost above what the Town would pay for a standard trash barrel. Finance Director Kimi Cheng, and Kirk A. Severance, Public Works Director, also noted that the company requested that the Town purchase a

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minimum of 180, which would logistically be an issue, but received a quote for 75 barrels. Finance Director Kimi Cheng, and Kirk A. Severance, Public Works Director, are requesting an additional appropriation of \$25,964 from the Solid Waste Fund to purchase 75 bear-resistant barrels.

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 an additional appropriation of \$35,964 from the Solid Waste Sanitation Fund Balance to fund the purchase of 75 bear resistant barrels and a 40-yard roll-off container and forwards this request to the Board of Finance to approve.

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

C. Update on the Town Manager Search

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that a tentative timeline had been presented which explains the process of the Town Manager's search along with a dedicated email (GranbyTownManager@govhrusa.com) that residents and qualified stakeholders could use to send surveys to, along with what qualifications and characteristics residents think are important so that a profile can be created to advertise the position.

VI. TOWN MANAGER'S REPORT

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that there were three reports presented to the Board of Selectmen for their review which included the September 18, 2023, Department Reports, August 2023 Budget Report, and an updated American Rescue Plan Act Report (ARPA).

VII. FIRST SELECTMAN REPORT

First Selectman Mark H. Fiorentino thanked Mark Bombard from Granby Community Television (GCTV) for assisting with the transition of recording the meetings which are uploaded to the GCTV website, and that the Town of Granby's website would now be linked to the GCTV website allowing residents to see meeting agendas, meeting minutes, and watch recorded meetings making it easier for citizens to get the information they are looking for.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the Town Center Study Committee would be holding their first meeting on Wednesday, September 27, 2023, at 7:00 p.m.

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First Selectman Mark H. Fiorentino thanked and congratulated members of the Agricultural Commission for their hard work on Farm Day and said that each year the event gets better and better.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that he requested the Board consider adding a standard item on the Board of Selectmen agenda in which they can receive a presentation from a non-profit organization in the community or from one of the many boards/commissions so that the Board of Selectmen can be better informed and identify areas of concern and where they may be able to help.

First Selectman Mark H. Fiorentino also requested that members of the Board of Selectmen consider adding a second Student Liaison on the Board of Selectmen for continuity and to allow for more leadership opportunities for our students.

VIII. SELECTMAN REPORTS

Selectman Frederick A. Moffa informed members of the Board of Selectmen that Mr. Kenneth King recently passed away and that he had been the athletic director for several years and that he was an outstanding member of the community.

IX. PUBLIC SESSION

Debra Holcomb (*Sullivan Drive*) addressed members of the Board of Selectmen that she is recently relocating back to Granby and that she wanted to meet members of the Board and thanked them for their service to the Town of Granby.

X. EXECUTIVE SESSION

No Executive Session took place.

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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 7:28 p.m., which was seconded by Selectman Frederick A. Moffa and passed by a unanimous voice vote. **(5/0/0) MOTION CARRIES.**

Respectfully submitted & attested,

Scott A. Nolan
Town Clerk

Received for Record September 27, 2023, at 9:47 AM
By SCOTT A. NOLAN, Town Clerk

TOWN OF GRANBY

MEMORANDUM

DATE: October 2, 2023

TO: Board of Selectmen

FROM: Mark H. Fiorentino, First Selectman

REGARDING: III. - Appointments

The following positions are open. The name in parenthesis is the last person to hold the position. When appointments are ready to be made, the following motions are recommended:

That _____ be appointed to The Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) as an alternate for an indefinite term. (Fred Jones)

That _____ be appointed to the Conservation Commission for the balance of a four-year term beginning immediately and ending January 8, 2024. (Kelley Lawton)

TOWN OF GRANBY

MEMORANDUM

DATE: October 2, 2023

TO: Board of Selectmen

FROM: Mark H. Fiorentino, First Selectman

REGARDING: V. BUSINESS – ITEM B

Appointment of Kimi Cheng to Service as Interim Town Manager

While we conduct the process to appoint a new Town Manager, I have been serving as the Acting Town Manager. The Granby Town Charter limits my service to ninety consecutive days. I recommend that we appoint Kimi Cheng as the Interim Town Manager for a short period to reset the ninety-day period, which should allow me to serve until completion of the search while minimizing disruption in management of Town matters. I will resume my role as Acting Town Manager on October 9th.

PROPOSED MOTION:

I move that the Board of Selectmen appoint Kimi Cheng as Interim Town Manager for the period of October 3 through October 8, 2023.

TOWN OF GRANBY

MEMORANDUM

DATE: October 2, 2023

TO: Board of Selectmen

FROM: Mark H. Fiorentino, First Selectman

REGARDING: VI. TOWN MANAGER REPORT - ITEM A
Departmental Report

Tonight's Town Manager report includes information I hope you find of interest.

Assessor

The process of establishing the Grand List begins October 1st with reviewing and valuing all taxable property.

Community Development

The Wetlands Agent, Kate Bednaz, has accepted another position and will no longer be able to provide wetland consulting services for the Town. She will continue her work for the Town until a replacement is found. Staff prepared and issued a Request for Qualifications and will be evaluating responses at the end of October with the hope of having someone on board in November. We thank Kate for her work and dedication over the past six years and wish her the best.

Fire Marshal's Office:

Fire Prevention Week runs from Sunday, October 8th through Saturday, October 14, 2023. The office has kicked off fire prevention week with displays on September 26, 2023. This year, the displays will start in the Town Hall lobby, then move to the library for two weeks and then at the Senior Center on October 25th.

The townwide "Smoke Alarm" promotion signs will begin October 4th.

The Lost Acres Fire Department will hold their annual Fire Prevention Week Open House on Sunday, October 15th from 10 am to 2 pm at the Center Station. The Fire Marshal's Office has provided fire prevention materials and will again support a raffle of a "Smoke Alarm and a "Carbon Monoxide Alarm". In addition, and coinciding with the end of Daylight-Saving Time

in November, the office will continue their “Change Your Clocks, Change Your Batteries” Smoke Alarm Promotion.

Parks & Recreation

Special Events:

- Looking forward to Trunk-or-Treat, Howl-o-Ween, Comedy Night, Holiday Marketplace, and Breakfast with Santa

Collaborative Events:

- The Granby/Simsbury Chamber of Commerce held Celebrate the Valley September 21st through the 23rd.

Programs:

- All fall programs are up and running.
- The department has taken over administration of the travel basketball program and registration is available for travel and in-house winter basketball programs. Travel tryouts are scheduled for next month.
- The After School Care Program just completed its first month. After-care is offered from 3:30 to 5:30 p.m. for Kelly and Wells students.
- Registration for the afterschool Ski Sundown program for the middle school, high school and Wells Road School is open. To date, there are 15 registrations for the middle school/high school and five for Wells Road.
- Booking programs for summer 2024 has begun.

Facilities:

- There have been 25 inquiries, nine tours, and four new events booked, as well as two additional weddings.
- As of September 21st, there are a total of 23 upcoming events at Holcomb Farm and Salmon Brook Park for 2023-2024, as well as four weddings scheduled for 2023 and 11 for 2024.
- A total of eight events and three weddings were held during the month of September.

Other Notables:

- Concessions at Salmon Brook Park are closed. The contract with Four Dads Pub will not be renewed.
- The Park Board is currently working on their presentation for the November BOS meeting.

Police Department

- Officers were present for the first day of school and will continue to visit the schools for walk throughs throughout the year.
- Officer Frank Javarauckas passed away on September 1, 2023. Officer Javarauckas served the Town of Granby for over 20 years, retiring in 2005.

- Officers were recognized at the Department's Award Ceremony held on September 6th. Five officers received the Life Saving Award, and one officer received the Police Merit Award.

Public Works

The pavement preservation plan has been completed for this calendar year and several basins were repaired or completely rebuilt. Due to permitting and the excessive amount of rain, the remaining road work and drainage has been postponed until spring. Tree removal, trimming, roadside mowing and ditching water run off areas are being worked on.

Ground crews continue to work to keep up with the growth of grass as a result of the excessive amount of rain we have been receiving. Soccer, lacrosse, and volleyball are a few of the sports played on our fields that require constant line stripping and mowing. In addition, many hours of set up were required for Celebrate the Valley.

Building maintenance is an ongoing effort with cleaning, setting up for events/meetings and minor carpentry repairs. Russel & Dawson, a mechanical HVAC consultant firm, has been hired to evaluate the town hall complex to improve heating/cooling and improve efficiency as part of the ARPA funds plan. Their first report should be submitted in early October.

Punch list items are all that remain on the Moosehorn Road Bridge project. One of the items is the railing's supports that were not accepted due to paint preparation flaws.

Donahue Road was closed to all traffic effective July 10th. Brunalli Construction has removed the deck and the head walls are currently being repaired. To avoid any claims of damage, the engineering inspection group set up a camera at one residence through the septic system and in the basement.

New plans are being drawn up for the total replacement of Simsbury Road Bridge. The changes will allow for the bridge to be wider and longer with a full span. This will eliminate the pillar bearing wall below. In the past, debris would accumulate on the wall causing erosion. Planning is underway and the replacement is expected to begin in the spring of 2025.

The Doherty Road Bridge submittal to the State under the State/Local bridge program was rejected due to the considerable number of requests received. Since this has been rejected twice, a request was made to Marc Burns of the DOT bridge replacement program to try to fit the replacement into next year's plan. The current estimated cost is \$2.5M at 50% reimbursement. Since the bridge is under twenty feet in length, it does not qualify for the state/federal program of 100% reimbursement.

All 28 sidewalk lights are working and 14 of the 28 light outlets have been installed. It is anticipated that outlet work will be complete by October 1st so the LED holiday lights can be put into place.

Work with the Town Engineer continues to design and replace the current sewer pumps and manhole at the Salmon Brook Park. There have been several issues in this area throughout recent years. The project is expected to go to bid in the fall with the hope of getting it done before winter.

Tighe & Bond has submitted the preliminary sewer flow study that is under review by town staff.

Town Clerk

The Town Clerk's Office has been busy preparing for the November 7, 2023 Municipal Election. Absentee Ballots will be available beginning Friday, October 7, 2023 during normal business hours. As a reminder for those who wish to vote by Absentee Ballot, an application must be submitted to the Town Clerk's Office as soon as possible for one of the qualified reasons per the Connecticut State Constitution: active service in the Armed Forces of the United States; absence from Town of residence; sickness; religious tenets forbid secular activity on the day of the election, primary or referendum; duties as a primary, election, or referendum official at a polling place other than their own during all of the hours of voting; physical disability.

Applications may be picked up from the Town Clerk's Office or voters can apply online at myvote.ct.gov/absentee. Once your application has been received by the Town Clerk, a ballot will be mailed to qualified voters. Election material should be returned as soon as possible, but no later than 8:00 p.m. on Election Day, November 7, 2023. When returning your absentee ballot, please be sure to follow all the instructions. Use of the Official Ballot Drop Box located near the Town Hall front door is strongly encouraged for applications and ballots.