




TOWN OF GRANBY

MEMORANDUM

DATE: January 29, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager 

REGARDING: **Town Manager's Report for the February 3, 2025 BOS Meeting**

Please accept the following summary of departmental activities underway throughout the town through the month of January 2025 as detailed to me by the various department heads.

Town Manager's Office

- Obligate all ARPA funds by the 12/31/24 deadline.
- The "Church" meetings are ongoing with possible uses of the building being explored.
- Held the kickoff meeting with GZA (the P&R Facilities/Master Plan Consultant).

Finance, Tax Office, Assessors Office

- The Assessor's Office is working on the Grand List; looking to Finalize it for January 31st.
- We've also been creating reports and working with the Connecticut Assessor's Association (CAAO) to try and get funding to the Municipalities for the new Veteran's Legislation for the 2024 Grand List. Revenue loss estimated at \$165,000.
- CAAO is supplying supportive documentation to the State of Connecticut so the Legislators know the "real" cost / impact to the Municipalities.

Community Development

- The Building Official and Fire Marshal have final inspections scheduled for Building 6 at Station 280. It is anticipated that a C/O will be issued soon for this building. After this building, six of the seven buildings will have a C/O.
- Work on the Granby Center Master Plan with consultant BFJ Planning Group continues. BFJ held a meeting in early January with property owners in Granby Center. There will be a public workshop on Thursday April 3rd at 7 PM in the Senior Center.

Information Technology

- ARPA Technology Replacement Project – Desktop computers are being deployed at the Police Department. Town Hall A/V project completed. Tristan is finishing up the rollout of individual laptop replacements.
- Senior Center A/V Project – Wiring work almost complete. A/V equipment work beginning. Waiting on delivery of video production server, and 2 PTZ cameras.
- Attended vendor / project meetings involved with Finance Department's Square 9 software installation project. (Paper to digital documents and workflow).
- Completed server update to police department's system software.
- Jon, Frank & Tristan completed Criminal Justice Information System training.

Police Department

Human Resources, Training and Community Outreach, Projects

- An officer sustained minor injuries while on duty.
- Granby Police Challenge Coin competition was established through Granby Memorial High School with a scholarship for the winner.
- Officer Abalan and Officer Deloy rescued an owl after being struck by a vehicle.
- Sergeant Joseph and Sergeant Kreimes attended Internal Investigation class.
- Detective's office and kitchen/dayroom painting were completed.
- Chief's conference table moved to the Town Hall Meeting Room.

Crime

- Granby Police received multiple "Crime Tips" from NYPD and the FBI who stated a resident had bomb making explosives in his residence. Due to the complexity of the incident and the possibility of Federal charges, the FBI was requested. Approximately 30 FBI members, which included SWAT, EOD (Explosives) and Evidence Recovery Team, responded. A 29-Year-old male was taken into custody and charged with Illegal Possession of Assault Weapons, Illegal Possession of Explosives, Illegal Procurement of Explosives and Violation of Lower Receiver/Frame Restrictions.
- Lockdown at the High School for a report of a weapon on school grounds. Two students were arrested for Breach of Peace and Falsely Reporting an Incident.
- A 44-year-old female overdosed and was administered Narcan. Refused transportation.
- Officers made an arrest on a lengthy juvenile sexual assault investigation which they charged the suspect with Sexual Assault in the Third Degree by warrant.
- Officers responded to a garage fire that spread to the residence. The residence is not habitable. No injuries reported.
- Officers responded to a female who overdosed from fentanyl and cocaine in the Stop and Shop parking lot. She survived.

Public Works

- Kitchen cabinets were painted at the Senior Center with a specialized epoxy paint.
- Over 400 Christmas trees were picked up and removed from curb side.
- To date (1/21), we have had eight minor snow events.
- On January 12, DPW received a call to a report of a sewer back up from Bank Street to RT 10. Small Town septic was called to remove approximately 10,000 gallons from a manhole up stream of the clog. After removal we made a few attempts to unclog the pipe from the entrance nearest Starbuck to manhole by the Food Bag. After having no success, we called Simsbury's sewer department for their jet truck. They were successful clearing the line; grease aided by nips was the cause.
- Create RFP for land clearing and building a roadway to Mountain Road tower after plans are drawn. The survey is completed and now waiting on Deed details out.
- Simsbury Rd Bridge, preliminary meeting was held, and scope of project was agreed between the State and Town. Replacement expected to be in 2027.
- All 2026 capital purchases and needs are being assessed.

Library

- The library renovation is complete! New paint, carpet and light in the adult area and Fox meeting room plus new flooring at the main desk and in staff offices.
- The library was closed to the public for 2 weeks for the renovation project but during that time still had 172 people utilize our curbside service.
- Cossitt library has a new Makerspace technician, Christopher Kerr, who is working hard to bring Granby's makerspace to the next level.

Human Resources

- Assisted with roll-out of the VCS timekeeping system; provided training and guidance.
- Attended a sick leave webinar sponsored by ConnPELRA to gain a better understanding of the new sick leave law and how it works with other sick leave policies/laws.
- Working with IT and Facilities to coordinate office moves scheduled in February.

Human Service: Youth Services, Parks and Recreation, Senior Services, Social Services

- Notable from Community Services is the issue of the RFP for Concessions at SBP.
- The kickoff of the Park Study with GZA.
- New at the Senior Center is an Estate Planning Seminar, Acupressure Facelift event, and the upcoming AARP Tax-Aide Program.

Town Clerk

- One of the goals and initiatives the Town Clerk's Office has been working towards is making the property maps/ surveys on file in the Clerk's Office digital. Thanks to the American Rescue Plan Act monies appropriate by the Board of Selectmen we were able to purchase a large format printer/scanner/copier machine which has allowed the Clerk's Office to print full-size map plan sets (24 x 36) in-house. Almost more importantly though, it has allowed us to scan and save large surveys and maps electronically and immediately upload them in our electronic database with our vendor RecordHub making these maps available online for title searches and local attorneys.
- Now that we have the resources, the Town Clerk's Office has also been using the printer/scanner/copier machine to back scan and electronically index our older maps, making them more accessible and preserving our historical documents. To date, property surveys and maps are electronically archived and indexed beginning December 4, 1959, to present, some 3,008 maps with ~1,132 being manually uploaded since purchasing the printer/scanner/copier machine.

If you have any questions on the aforementioned summary, I will be on hand to answer any questions. Thank you.

CC: Betsy Mazzotta, APMO
Kathy Kane, Admin/Purchasing/Risk Coordinator
All Directors