



TOWN OF GRANBY

MEMORANDUM

DATE: March 12, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: Town Manager's Report for the March 17, 2025 BOS Meeting

Provided below please find an update of ongoing Town of Granby projects as well as commentary on noteworthy items you may find of interest.

Also attached is the FY25 year-to-date February budget summary and Phase I and II ARPA spending through February 28, 2025 as compiled by Finance Director Kimi Cheng.

Town Manager's Commentary on Projects/Noteworthy Items

- The Radio Commo Project continue on with weekly meeting now including the vendor, Marcus Communications. Still working toward a close date on 229 Mountain Road, the location of the radio tower
- Continued pursuing and an appeal of the CT Siting Council KCE decision and worked with Representative Anderson and 1st Selectman Mark Fiorantino seeking a Legislative amendment to institute a Statewide BESS moratorium until such time as the State compiles uniform safety and environmental standards, including a press conference
- Continue working on a disposition of the Freshies property
- FY26 Budget preparation is in full swing with workshops
- Established a regular meeting cadence for the Kearns Senior Housing development
- Working the process to allow the Doherty Bridge project to be added to the referendum
- Hired Jen Espinal as the next Town of Granby Town Clerk
- Continue to work toward a solar project application – the PW Garage Roof will not work
- Worked the SRO issue with the BOE on several occasions
- Joined WTIC 1080 Radio at Drago's to celebrate "all things Granby" on this weekly show

If you have any questions on the aforementioned, I will be on hand at your next meeting to answer any questions. Thank you.



TOWN OF GRANBY

MEMORANDUM

DATE: March 13, 2025

TO: The Granby Board of Selectmen
FROM: Kimi Cheng, Director of Finance
REGARDING: February 2025 Budget Operations Report

Highlights for Revenues:

As of 2/28/25, the total tax collection was consistent with the prior years at 101% (vs. 101% last year).

As of 3/12/25, the daily rate for STIF was 4.42%, or a 7-day yield was 4.44%. In January, interest earned from the STIF account was approximately \$67.4K.

Received the 1st Special Education Grant installment of \$507,206 in February. If that is 75% payment, the Town will be short of \$491k in special education grant revenue.

Received 100% from Northern Valley Farms for the hay rentals.

Highlights for Expenditures:

As of 2/28/25, the total general fund expenditure was consistent with the last fiscal year at 70% (vs. 71% last year).

The Public Works Department's overtime expense as of February 28, 2025, was \$126,078.42 (vs. \$70,469.15 last year) due to many rainstorms that caused washouts and fallen trees in August. Staff had to work later to accommodate needs on the road overlay program with traffic control and supervision and for coverage at the Celebrate the Valley event. We had no snow until January last year, when we started the snow season in December of this year. The February OT of \$80K was \$50K more than last year and March OT is already \$26K more than last year. With the significant increases in February and March OT pay, we are estimated to be around \$55K over the DPW OT budget of \$125,145 if no emergency occurs that require OT hours from DPW in the remaining months.

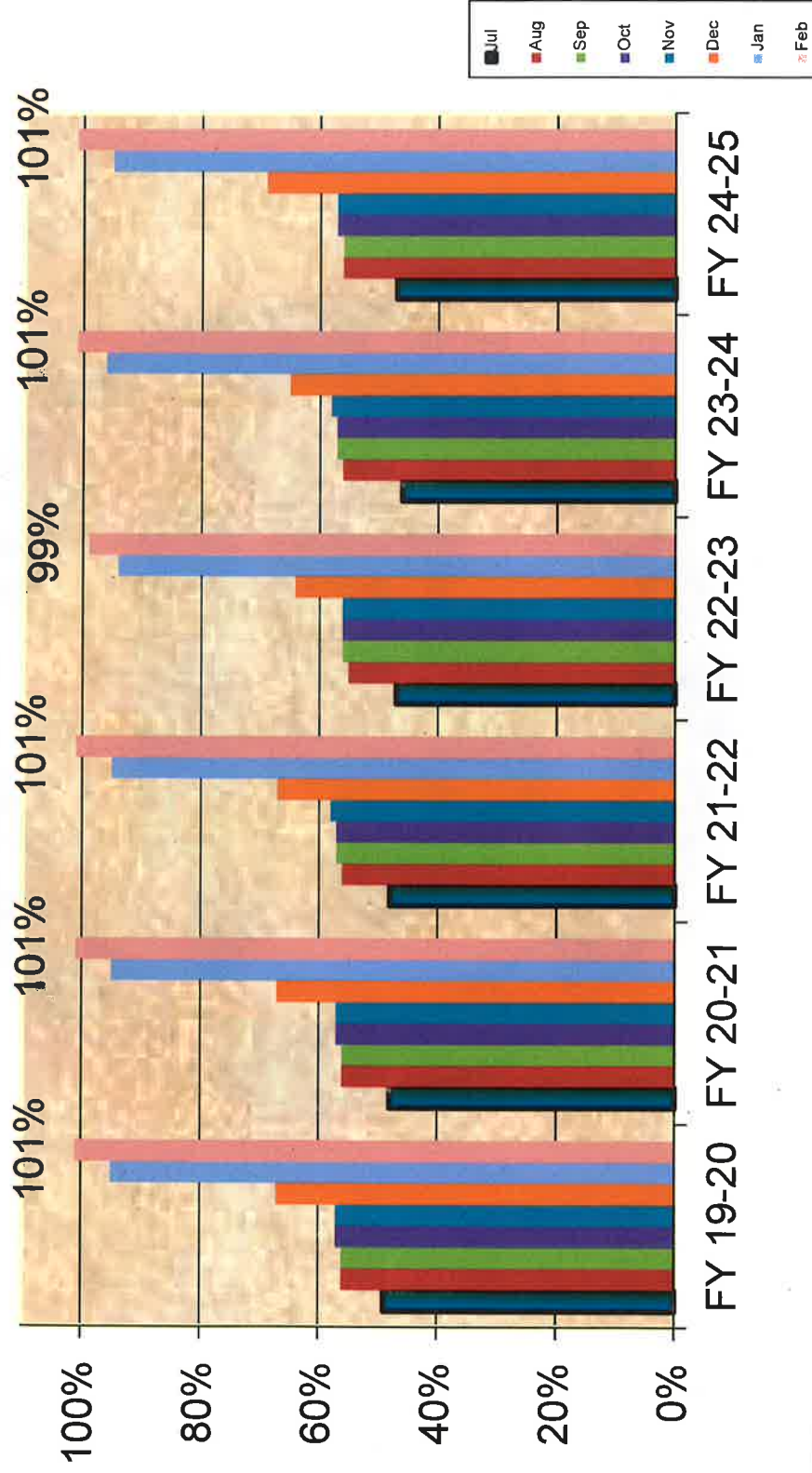
The Police Department's overtime expense as of February 28, 2025, was \$123,016.31 (vs. \$123,537.50 last year) due to the high school lockdowns, rifle training, specific training for officers' recertification, school traffic assistance, community policing, and shift

vacancy coverage due to PTO and injury lost time. We are estimated to have a similar overtime overage as the last fiscal year, but we should have enough funds from the unfilled position to cover this overage. Note that these OT numbers exclude holiday pay, special pay, premium pay, and holiday premium pay.



**BUDGET OPERATIONS
FEBRUARY 2025**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
FEBRUARY 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Feb 24 % REC'D	Jan 25 % REC'D
41010 Current Year Taxes	44,492,129	44,904,799	(412,670)	101%	Pymts. Due - July & Jan.	101%	95%
41020 Prior Years Taxes	210,000	191,552	18,448	91%		102%	89%
41040 Interest & Liens	130,000	126,314	3,686	97%		88%	81%
41060 Auto Supplement	400,000	442,979	(42,979)	111%	Billed - December	103%	78%
Property Taxes	45,232,129	45,665,644	(433,515)	101%		101%	95%
43170 Spec Ed / Excess	1,167,286	507,206	660,080	43%	Pymts. Due - Feb. 75% - June Bal.	53%	0%
43200 Educ Cost Sharing	5,278,314	2,639,158	2,639,156	50%	Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.	50%	50%
43590 Tuition - Other Towns	1,283,865	386,669	897,196	30%	School Bills for Activity	27%	30%
State Education Total	7,729,465	3,533,033	4,196,432	46%		47%	39%
43110 Veterans Exempt GT	2,500	2,485	15	99%	By Assessor Appl. in Aug but rec Pymt. in Dec. Pymt. @June; \$3,411.10 from Early Voting Grant; and \$5K for 2023 Neglected cemetery	84%	99%
43120 Misc - State	35,332	8,936	26,396	25%	grant reim; remaining is for motor veh violation.	32%	25%
43130 Telecommunications	13,000	0	13,000	0%	Pymt. Due - April	0%	0%
43140 State Revenue Sharing	0	0	0	N/A		N/A	N/A
43310 Tiered Pilot	12,897	12,897	0	100%	Pymt. Due Oct.	107%	100%
43320 SS Dist Tax Relief	1,300	1,557	(257)	120%	Pymt. Due - Dec.	76%	120%
43380 MRSA Motor Vehicle	0	0	0	N/A		100%	N/A
State Municipal Total	65,029	25,875	39,154	40%		122%	40%
Intergovernmental Revenue	7,794,494	3,558,908	4,235,586	46%		57%	39%
43615 Town Clerk Fees	220,000	202,431	17,569	92%	Statutory Collections	87%	83%
43620 Planning & Zoning	3,000	1,818	1,182	61%	Application Permit Fees	63%	54%
43630 Zoning Bd of Appeals	606	1,010	(404)	167%	Application Permit Fees	84%	167%
43640 Building Permits	150,000	235,419	(85,419)	157%	Building Permit Fees. \$4.5K for 280 SB; \$8.3K for W. Granby Rd; \$22K Harness Way	229%	141%
43660 Inland Wetlands	4,000	4,082	(82)	102%	Permit/App. Fees	426%	71%
43670 Short Term Investments	200,000	558,939	(358,939)	279%		653%	247%
43680 Rents	18,800	15,200	3,600	81%	Drummer/GLT/Farmhouse/Acreage/School Rental	61%	66%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
FEBRUARY 2025**

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Feb 24 % REC'D	Jan 25 % REC'D
43700 Snow Plow & Grading	11,000	11,136	(136)	101%	Private Roads	136%	101%
43710 Photocopying	90	108	(18)	120%		102%	108%
43715 Open Farm Day	2,500	1,250	1,250	50%		40%	50%
43740 Dispatch Services	16,580	16,580	0	100%	Police Bill For Dispatch Services	100%	100%
43745 Hay Rentals	38,438	38,438	0	100%	Northern Valley Farms	140%	49%
43760 Library	3,000	2,468	532	82%	Book Fines, Trust Investment	77%	76%
43770 Contract - Bldg. Inspection	14,000	10,500	3,500	75%	Bldg. Dept. Bills Qtrly For Services	50%	75%
43790 Driveway Permits	1,000	700	300	70%	New Const. Activity	277%	65%
43800 Police Photo/Lic/Permits	11,000	7,556	3,445	69%		56%	62%
43840 Returned Check Fee	100	45	55	45%		40%	45%
43990 Pay For Participation	42,000	29,815	12,185	71%	Received from BOE; have not received yet	69%	45%
46038 Miscellaneous	35,000	59,285	(24,285)	169%	Gov Deals Sales \$24,123; CIRMA \$12,507.57;	93%	134%
46240 Communication Fees	42,722	28,992	13,730	68%	HF ck \$11,025	65%	59%
Local Departmental Revenues Total	813,836	1,225,772	(411,936)	151%		214%	131%
43934 Sewer Utility Fund Contribution	18,431	18,431	0	100%		0%	100%
43950 Transfer-in Fund Bal.	6,785,000	4,785,000	2,000,000	71%		100%	71%
43955 Additional Appropriations	0	0	0	0%		0%	0%
Transfers In Total	6,803,431	4,803,431	2,000,000	71%		96%	71%
Local Dept. Rev. & Transfer In Total	7,617,267	6,029,203	1,588,064	79%		169%	77%
General Fund Revenues	60,643,890	55,253,755	5,390,135	91%		95%	85%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
FEBRUARY 2025**

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Feb 24 % REC'D	Jan 25 % REC'D
1001	General Administration	361,781	217,400	113,406	30,975	91%		60%	91%
1003	Legal Services	34,000	53,395	19,165	(38,560)	213%	is covered by contingency.	119%	183%
1005	Fringe Benefits	3,268,080	2,932,198	48,665	287,217	91%	\$42,059.64 was for UKS.	94%	89%
1007	Town Clerk Operations	169,217	103,218	34,154	31,845	81%	released TC salary enc.	91%	94%
1009	Probate	5,390	5,614	0	(224)	104%	is covered by contingency	100%	104%
1011	Contingency & Reserve	242,900	23,351	10,329	209,220	14%		29%	14%
1013	Election Services	71,680	41,774	6,226	23,680	67%		55%	64%
1015	Boards, Reg. Prog. & Staff Dev.	66,180	42,572	7,031	16,577	75%		92%	75%
1017	Revenue Collections	143,676	92,151	45,631	5,894	96%		89%	94%
1019	Property Assessment	219,925	146,400	63,196	10,329	95%		93%	93%
1021	Finance Management	421,167	296,275	104,643	20,248	95%		97%	95%
1023	Insurance	353,544	237,536	77,887	38,121	89%	Realloc.Unemploy. pmt to HR	92%	89%
1031	Community Development	147,399	96,068	50,333	998	99%		96%	97%
1033	Human Resources	109,288	80,231	28,829	228	100%		91%	100%
1035	Technology	181,902	139,870	45,956	(3,924)	102%	\$17,000 short in personnel budget, which is covered by contingency	83%	102%
	General Government	5,796,129	4,508,051	655,453	632,625	89%		89%	88%
2001	Building Inspection	193,022	116,801	61,256	14,965	92%		86%	92%
2003	Fire Prevention	415,776	212,018	199,560	4,198	99%		99%	99%
2005	Emergency Management	12,150	9,600	0	2,550	79%		88%	79%
2007	Health Services	178,176	138,269	40,130	(223)	100%	CMED & EMED is short, which is covered by contingency	100%	100%
2009	Police Dept Administration	404,318	265,456	131,522	7,340	98%		99%	98%
2011	Police Oper. & Communications	2,035,266	1,323,345	623,742	88,180	96%		93%	95%
	Pers. & Prop. Protection	3,238,708	2,065,489	1,056,210	117,009	96%		95%	96%
3003	General & Equipment Maint.	3,592,100	2,158,285	1,151,133	282,682	92%		85%	88%
3011	Planning & Engineering	37,383	22,944	14,036	404	99%		97%	59%
	Public Works & Env.	3,629,483	2,181,229	1,165,169	283,086	92%		85%	87%

**TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
FEBRUARY 2025**

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Feb 24 % REC'D	Jan 25 % REC'D
4001	Library Services	629,569	415,289	166,701	47,579	92%		88%	90%
4003	Social-Senior-Youth-Services	377,561	196,235	100,661	80,664	79%		74%	78%
4005	Recreation Administration	103,961	0	0	103,961	0%	Will not fill due to re-	100%	0%
4009	Community Support	3,500	37	0	3,463	1%	organization	0%	1%
	Lib., Rec., & Soc. Services	1,114,591	611,561	267,362	235,667	79%		84%	77%
6001	Capital Improvement	7,000,000	5,000,000	0	2,000,000	71%		100%	71%
7001	Debt Service	1,746,458	1,737,916	0	8,542	100%	Payable in Jul/Aug & Jan/Feb	99%	55%
	Capital & Debt Service	8,746,458	6,737,916	0	2,008,542	77%		100%	68%
	Town Section	22,525,369	16,104,246	3,144,194	3,276,929	85%		91%	81%
8001	Board of Education	38,118,521	23,344,432	0	14,774,089	61%		61%	54%
	Board of Education	38,118,521	23,344,432	0	14,774,089	61%		61%	54%
	General Fund Expenses	60,643,890	39,448,678	3,144,194	18,051,018	70%		71%	64%

ARPA Report as of 3/11/25

Rec'd 6/22/2021	1,702,751.69		
Rec'd 8/11/2022	585,201.77		
Rec'd 10/4/2022	1,117,549.92		
Total ARPA Grant Received	3,405,503.38	Allocated Fund	3,606,556.30
Allocated Fund	3,606,556.30	Total spent	3,273,143.54
Earned Interests	(201,052.92)	Remaining Unspent	333,412.76

Row Labels	BOS Approval Date	Sum of Total BOS Approved	Sum of Total Spent	Sum of Remaining	Encumbered	Unencumbered Balance	Notes
52656.GRANT EXPENSES-P&R	Apr 19, 2021	36,114.19	36,114.19	0.00		0.00	√ Completed
67000.AP Digitization (plus 2 years maintenance)	June 17, 2024	47,013.00	4,651.00	42,362.00	42,362.00	0.00	Contract signed. Implementation stage
67000.Avaya	Feb 5, 2024	8,778.17	8,778.17	0.00		0.00	√ Completed
67000.Budget Digitization (plus 2 years maintenance)	June 17, 2024	46,180.09	46,180.09	0.00		0.00	√ Completed
67000.Folder/Inserter Machine	June 17, 2024	4,930.00	4,930.00	0.00		0.00	√ Completed
67000.GIS System	Apr 3, 2023	10,890.00	10,890.00	0.00		0.00	√ Completed
67000.Municipality Integrated Parcel Mgmt System	Jun 20, 2022	66,978.23	49,168.70	17,809.53	3,750.00	14,059.53	It is live internally for the Building Dept. The live date for the public is estimated to be in this spring.
67000.Plotter	Apr 3, 2023	9,855.50	9,855.50	0.00		0.00	√ Completed
67000.RedNMX System (Fire Inspection Software)	Apr 3, 2023	5,950.00	5,950.00	0.00		0.00	√ Completed
67000.SC Dept Header Page	June 17, 2024	3,819.73	3,819.73	0.00		0.00	√ Completed
67000.SC Main Hall Audio Visual upgrade	June 17, 2024	87,343.20	87,343.20	0.00		0.00	Plan to complete it before 4/21 meeting.
67000.TH Computer Equipment	June 17, 2024	215,125.14	215,125.14	0.00		0.00	√ Completed
67000.TH Meeting Room Sound System	June 17, 2024	18,984.02	18,984.02	0.00		0.00	√ Completed
67000.VPN	Feb 5, 2024	1,102.00	1,102.00	0.00		0.00	√ Completed
67000.WiFi Access Point and Network	9/6/22 & 12/4/23	217,893.18	217,893.18	0.00		0.00	√ Completed
67000A.Axon Fleet Cruiser Cameras	9/6/22 & 5/1/23	59,997.90	59,997.90	0.00		0.00	√ Completed
67000A.NexGen Public Safety Solutions CAD/RMS System	Jun 20, 2022	163,882.95	163,882.95	0.00		0.00	√ Completed
67001.GMHS HVAC	Aug 15, 2022	848,957.00	848,957.00	0.00		0.00	√ Completed
67002.Wells Road HVAC	Aug 15, 2022	286,208.24	286,208.24	0.00		0.00	√ Completed
67003.Communications Upgrades: Website Update	Sept 6, 2022	44,300.00	44,300.00	0.00		0.00	√ Completed
67004.FVHD	Sept 6, 2022	44,449.00	44,449.00	0.00		0.00	√ Completed
67005.Town Hall Complex HVAC	Apr 17, 2023	49,860.00	49,860.00	0.00		0.00	√ Completed
67006.Library Renovation Space Study	Nov 6, 2023	18,500.00	9,450.00	9,050.00	7,550.00	1,500.00	√ Completed. Final invoice submitted
67007.AEDs	Dec 4, 2023	12,160.18	12,160.18	0.00		0.00	√ Completed
67008.Emergency Communication System Consultant	Dec 18, 2023	19,867.00	19,867.00	0.00		0.00	√ Completed
67009.Drummer Roof Replacement	June 17, 2024	5,093.05	5,093.05	0.00		0.00	√ Completed
67009.GPS for PW equipment plus monitoring	June 17, 2024	49,979.00	49,979.00	0.00		0.00	√ Completed
67009.Mini Sweeper (MS4 compliance assistance)	June 17, 2024	184,492.37	184,492.37	0.00		0.00	√ Completed
67009.PW Electronic Sign Boards (2)	June 17, 2024	30,970.32	30,970.32	0.00		0.00	√ Completed
67009.Snow Plow Replacement	June 17, 2024	13,580.00	13,580.00	0.00		0.00	√ Completed
67010.SBP Basketball Courts Renovation	June 17, 2024	110,752.84	90,752.84	20,000.00	20,000.00	0.00	Painting and line striping will be done until the spring when the temperature rises.
67011.SBP Walking Trail	June 17, 2024	188,670.05	155,172.89	33,497.16	33,497.16	0.00	√ Completed
67012.Library Renovation	June 17, 2024	133,739.18	133,739.18	0.00		0.00	√ Completed
67013.PD HQ Improvement	June 17, 2024	114,844.90	90,383.70	24,461.20	24,461.20	0.00	waiting to install High density evidence storage system (Apr installation)
67014.HF Improvement	June 17, 2024	89,040.09	89,040.09	0.00		0.00	√ Completed
67015.Town Center Consultant	June 17, 2024	75,000.00	33,750.00	41,250.00	41,250.00	0.00	Contract signed. Estimated 10 months timeline for completion.
67016.P&R Study	Oct 21, 2024	25,000.00	0.00	25,000.00	25,000.00	0.00	Contract signed.
67017.Road Repaving	June 17, 2024	7,027.12	28,744.25	(21,717.13)		(21,717.13)	√ Completed
67018.Tow Behind Trailer/Grass Flail	Oct 21, 2024	39,786.24	39,786.24	0.00		0.00	√ Completed
67019.Wastewater Facilities Plan	Nov 4, 2024	33,400.00	16,700.00	16,700.00	16,700.00	0.00	Contract signed!
67020.Library Capital Campaign Consultant	Nov 4, 2024	40,000.00	15,000.00	25,000.00	25,000.00	0.00	Internal audit interview has been completed and moved on to phase 2, Community Analysis.
67021.TH Space Recovery Initiative	Nov 4, 2024	8,645.83	8,645.83	0.00		0.00	√ Completed
67022.Animal Shelter	Sept 16, 2024	27,396.59	27,396.59	0.00		0.00	√ Completed
67023.Contribution to BOE for ARPA IT Projects	Dec 31, 2024	100,000.00	50,000.00	50,000.00	0.00	50,000.00	Transfer 50% in FY25 and 50% in FY26
Grand Total		3,606,556.30	3,323,143.54	283,412.76	239,570.36	43,842.40	