



TOWN OF GRANBY

MEMORANDUM

DATE: May 13, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

A handwritten signature in blue ink, appearing to read "M Walsh".

REGARDING: Town Manager's Report for the May 19, 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 April budget summary and Phase I and II ARPA spending as compiled by Finance Director Kimi Cheng.

Town Manager's Commentary on Projects/Noteworthy Items

- The Radio Commo Project continues on with weekly meeting now including the vendor, Marcus Communications. Rich Roberts is still working toward a close date on 229 Mountain Road, the location of the radio tower. An MOU with Barkhamsted was completed and executed for tower access which benefits both communities. Completed the March 31 State Grant reporting (related to the \$2M DESPP grant awarded to the Town in June of 2024) which was due by April 30, 2025
- Continued pursuing an appeal of the CT Siting Council KCE decision
- Prepared a PowerPoint detailing the progress on the Kearns Senior Housing development for discussion with the Commission on Aging and BOS audiences
- Invested time into the production of an updated 10-year capital plan and related policies. This document will be approved by the BOS and then forward to CPPAC so they may begin their work toward recommendations.
- Received the Business Plan for the reuse of 87 Simsbury Road and sent that to the BOS
- The Parks Master Plan work continued as well as discussions on the Library expansion

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: May 14, 2025

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

Highlights for Revenues:

As of 4/30/25, the total tax collection was consistent with the prior years at 102% (vs. 102% last year).

As of 5/13/25, the daily rate for STIF was 4.38%, or a 7-day yield was 4.38%. In April, interest earned from the STIF account was approximately \$74.5K.

Received \$2,607,738 for Education Cost Sharing grant as the final payment from the State, which resulted in \$31,418 under the budget, an unfavorable condition.

Received information from Nickie that the final payment from the State for the Excess Cost grant in June will be \$72,265 with a total excess cost grant of \$579,471 for FY25, which will be \$587,815 under budget, an unfavorable condition.

Highlights for Expenditures:

As of 4/30/25, the total general fund expenditure was consistent with the last fiscal year at 79% (vs. 81% last year).

The Public Works Department's overtime expense as of April 30, 2025, was \$162,403.32 (vs. \$77,022.39 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 February and March OT of \$31K was \$28K more than last March. Moreover, additional responsibilities were assigned to Supervisors and Director for the re-organization in the DPW. As a result, we are estimated to be around \$57K over the DPW OT budget of \$125,145 if no other emergency occurs that require OT hours from DPW in the remaining months.

The Police Department's overtime expense as of April 30, 2025, was \$145,550.18 (vs. \$170,925.44 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 other department unfilled position to cover this overage. Note that these OT numbers exclude holiday pay, special pay, premium pay, and holiday premium pay.

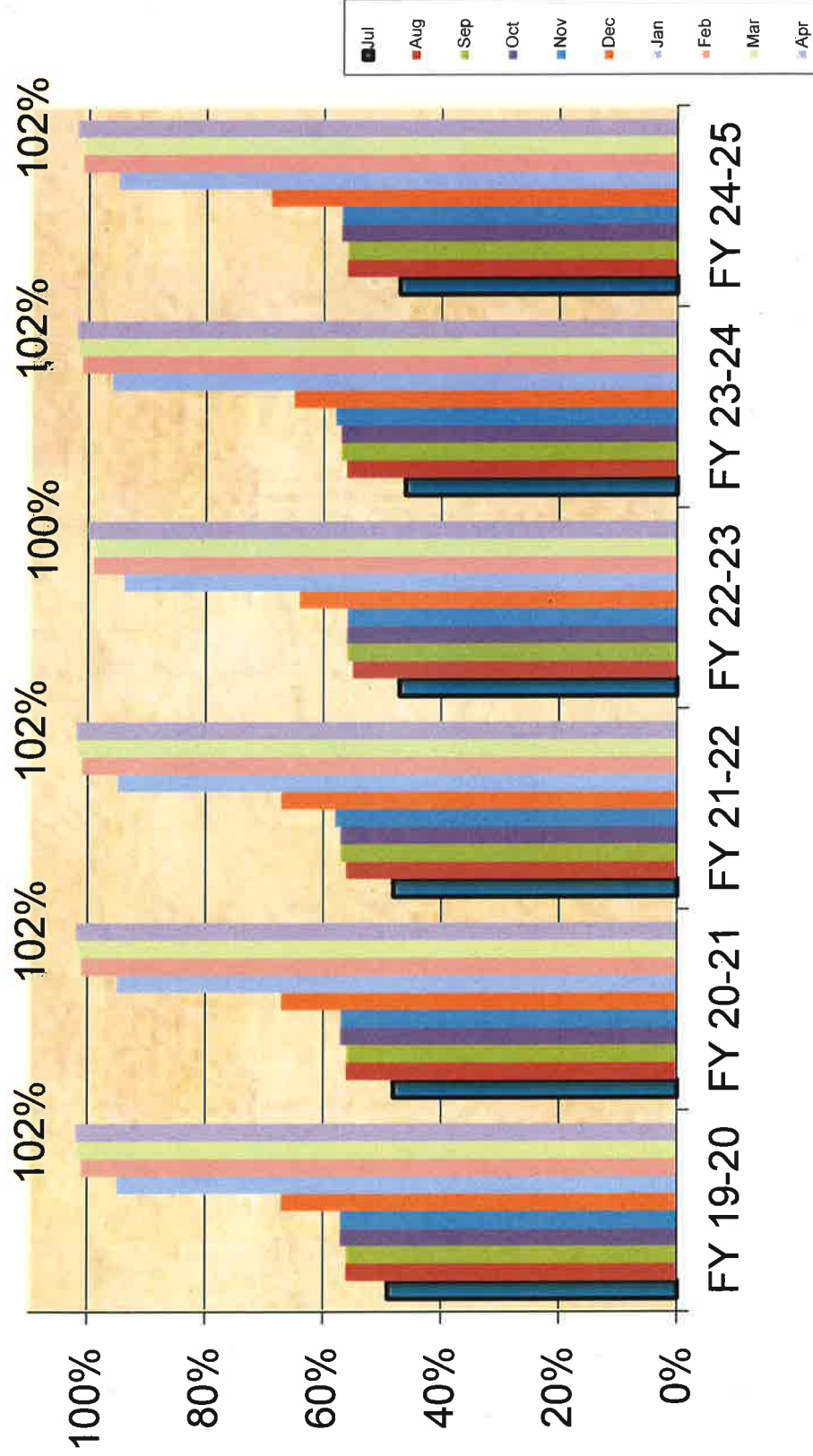
Note that many departments have deficits due to the raises for the FY25 salaries/wages were budgeted in the contingency department when the union contracts were still in negotiations last March.

The preliminary year-end expenditure is estimated to be \$330K under budget, which is a favorable condition. In addition, \$2M saving from the Emergency Communication Project is estimated due to the grant funding from the State. A more detailed preliminary will be issued at the end of May.



**BUDGET OPERATIONS
APRIL 2025**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025

| DESCRIPTION | ADJUSTED BUDGET | REVENUE RECEIVED | BAL DUE {EXCESS} | % REC'D | REMARKS | Apr 24 % REC'D | Mar 25 % REC'D |
|-------------------------------------|--------------------|---------------------|---------------------|-------------|---|-------------------|-------------------|
| 41010 Current Year Taxes | 44,492,129 | 45,239,645 | (747,516) | 102% | Pymts. Due - July & Jan. | 102% | 101% |
| 41020 Prior Years Taxes | 210,000 | 216,499 | (6,499) | 103% | | 127% | 95% |
| 41040 Interest & Liens | 130,000 | 158,586 | (28,586) | 122% | | 119% | 108% |
| 41060 Auto Supplement | 400,000 | 482,636 | (82,636) | 121% | Billed - December | 114% | 118% |
| Property Taxes | 45,232,129 | 46,097,367 | (865,238) | 102% | | 102% | 101% |
| 43170 Spec Ed / Excess | 1,167,286 | 507,206 | 660,080 | 43% | Pymts. Due - Feb. 75% - June Bal. | 53% | 43% |
| 43200 Educ Cost Sharing | 5,278,314 | 5,246,896 | 31,418 | 99% | Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal. | 100% | 50% |
| 43590 Tuition - Other Towns | 1,283,865 | 773,590 | 510,275 | 60% | School Bills for Activity | 56% | 30% |
| 43591 B.E.A.R. TRANS. ACAD. TUITION | 0 | 77,033 | (77,033) | N/A | | N/A | N/A |
| State Education Total | 7,729,465 | 3,996,987 | 3,732,478 | 52% | | 85% | 47% |
| 43110 Veterans Exempt GT | 2,500 | 2,485 | 15 | 99% | By Assessor Appl. in Aug but rec Pymt. in Dec. | 84% | 99% |
| 43120 Misc - State | 38,743 | 8,936 | 29,807 | 23% | Pymt. @June; \$3,411.10 from Early Voting Grant; and \$5K for 2023 Neglected cemetery | 25% | 23% |
| 43130 Telecommunications | 13,000 | 38,463 | (25,463) | 296% | Pymt. Due - April | 184% | 296% |
| 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 | 68,440 | 64,337 | 4,103 | 94% | | 123% | 94% |
| Intergovernmental Revenue | 7,797,905 | 4,061,325 | 3,736,580 | 52% | | 90% | 47% |
| 43615 Town Clerk Fees | 220,000 | 232,889 | (12,889) | 106% | Statutory Collections | 97% | 97% |
| 43620 Planning & Zoning | 3,000 | 2,424 | 576 | 81% | Application Permit Fees | 81% | 61% |
| 43630 Zoning Bd of Appeals | 606 | 1,212 | (606) | 200% | Application Permit Fees | 126% | 200% |
| 43640 Building Permits | 150,000 | 279,998 | (129,998) | 187% | Building Permit Fees, \$27.3K for SB, \$23K Harness Way, \$14.5K Clemons Spring | 365% | 172% |
| 43660 Inland Wetlands | 4,000 | 4,630 | (630) | 116% | Permit/Appl. Fees | 426% | 104% |
| 43670 Short Term Investments | 200,000 | 743,488 | (543,488) | 372% | | 739% | 316% |

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
APRIL 2025

| DESCRIPTION | ADJUSTED BUDGET | REVENUE RECEIVED | BAL DUE {EXCESS} | % REC'D | REMARKS | Apr 24 % REC'D | Mar 25 % REC'D |
|---|--------------------|---------------------|---------------------|-------------|---|-------------------|-------------------|
| 43680 Rents | 18,800 | 17,200 | 1,600 | 91% | Drummer/GLT/Farmhouse/Acreage/School Rental | 64% | 87% |
| 43700 Snow Plow & Grading | 11,000 | 11,136 | (136) | 101% | Private Roads | 136% | 101% |
| 43710 Photocopying | 90 | 118 | (28) | 131% | | 127% | 126% |
| 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% | 100% |
| 43760 Library | 3,000 | 3,261 | (261) | 109% | Book Fines, Trust Investment | 99% | 92% |
| 43770 Contract - Bldg. Inspection | 14,000 | 14,000 | 0 | 100% | Bldg. Dept. Bills Qtrly For Services | 75% | 75% |
| 43790 Driveway Permits | 1,000 | 1,250 | (250) | 125% | New Const. Activity | 391% | 105% |
| 43800 Police Photo/Lic/Permits | 11,000 | 10,041 | 960 | 91% | | 67% | 81% |
| 43840 Returned Check Fee | 100 | 45 | 55 | 45% | | 40% | 45% |
| 43990 Pay For Participation | 42,000 | 30,409 | 11,591 | 72% | Received from BOE | 71% | 71% |
| Gov Deals Sales \$24K; CIRMA \$12.5K; HF ck | | | | | | | |
| 46038 Miscellaneous | 40,424 | 76,068 | (35,644) | 188% | \$11K; \$11.6K WC wages; \$2.5K Anthem | 103% | 185% |
| 46240 Communication Fees | 42,722 | 36,490 | 6,232 | 85% | Wellness reim. for EAP | 83% | 77% |
| Local Departmental Revenues Total | 819,260 | 1,520,928 | (701,667) | 186% | | 268% | 165% |
| 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 | 7,622,691 | 6,324,359 | 1,298,333 | 83% | | 202% | 81% |
| General Fund Revenues | 60,652,725 | 56,483,050 | 4,169,675 | 93% | | 102% | 92% |

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

| ACCT. # | DESCRIPTION | ADJUSTED BUDGET | EXPENSED | ENCUMBERED | UNENCUMBERED D ALLOTMENT | % EXP. | REMARKS | Apr 24 % REC'D | Mar 25 % REC'D |
|-------------------------------------|---------------------------------|--------------------|------------------|----------------|-----------------------------|------------|---|-------------------|-------------------|
| 1001 | General Administration | 361,781 | 269,535 | 63,084 | 29,162 | 92% | | 61% | 92% |
| 1003 | Legal Services | 34,000 | 73,171 | 34,745 | (73,916) | 317% | is covered by contingency. UKS: \$47.9K; Sherwood: \$12.6K | 129% | 255% |
| 1005 | Fringe Benefits | 3,268,507 | 3,055,776 | 68,883 | 143,848 | 96% | | 95% | 93% |
| 1007 | Town Clerk Operations | 169,217 | 119,685 | 44,249 | 5,282 | 97% | | 95% | 94% |
| 1009 | Probate | 5,390 | 5,614 | 0 | (224) | 104% | 104% is covered by contingency | 98% | 104% |
| 1011 | Contingency & Reserve | 246,311 | 26,375 | 9,130 | 210,805 | 14% | | 27% | 14% |
| 1013 | Election Services | 71,680 | 48,469 | 3,838 | 19,373 | 73% | | 82% | 65% |
| 1015 | Boards, Reg. Prog. & Staff Dev. | 66,180 | 45,009 | 6,439 | 14,733 | 78% | | 94% | 75% |
| 1017 | Revenue Collections | 143,676 | 113,504 | 37,286 | (7,113) | 105% | 105% is covered by contingency | 98% | 96% |
| 1019 | Property Assessment | 219,925 | 176,205 | 45,921 | (2,201) | 101% | 101% is covered by contingency | 100% | 96% |
| 1021 | Finance Management | 421,167 | 345,672 | 68,869 | 6,627 | 98% | | 98% | 97% |
| 1023 | Insurance | 353,544 | 313,285 | 4,462 | 35,797 | 90% | Realloc. Unemploy. pmt to HR | 92% | 89% |
| 1031 | Community Development | 147,399 | 120,142 | 29,708 | (2,451) | 102% | 102% is covered by contingency | 98% | 99% |
| 1033 | Human Resources | 109,288 | 93,351 | 16,125 | (187) | 100% | 100% is covered by contingency | 91% | 100% |
| 1035 | Technology | 181,902 | 161,787 | 29,139 | (9,024) | 105% | \$17,000 short in personnel budget, 105% is covered by contingency | 86% | 104% |
| General Government | | 5,799,967 | 4,967,580 | 461,877 | 370,509 | 94% | | 91% | 91% |
| 2001 | Building Inspection | 193,022 | 144,035 | 34,248 | 14,738 | 92% | | 86% | 92% |
| 2003 | Fire Prevention | 415,776 | 313,067 | 101,994 | 715 | 100% | | 100% | 99% |
| 2005 | Emergency Management | 12,150 | 9,862 | 875 | 1,413 | 88% | | 95% | 86% |
| 2007 | Health Services | 178,176 | 163,334 | 15,065 | (223) | 100% | 100% covered by contingency | 100% | 100% |
| 2009 | Police Dept Administration | 404,318 | 326,277 | 75,605 | 2,436 | 99% | | 99% | 98% |
| 2011 | Police Oper. & Communications | 2,035,266 | 1,619,060 | 405,730 | 10,476 | 99% | | 97% | 97% |
| Pers. & Prop. Protection | | 3,238,708 | 2,575,636 | 633,517 | 29,555 | 99% | | 97% | 97% |
| 3003 | General & Equipment Maint. | 3,592,100 | 2,732,930 | 773,849 | 85,321 | 98% | | 93% | 87% |
| 3011 | Planning & Engineering | 37,383 | 26,784 | 10,196 | 404 | 99% | | 99% | 99% |
| Public Works & Env. | | 3,629,483 | 2,759,713 | 784,045 | 85,725 | 98% | | 93% | 87% |

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

| ACCT. # | DESCRIPTION | ADJUSTED BUDGET | EXPENSED | ENCUMBERED | UNENCUMBERED D ALLOTMENT | % EXP. | REMARKS | Apr 24 % REC'D | Mar 25 % REC'D |
|------------|--|--------------------|-------------------|------------------|-----------------------------|------------|--------------------------------------|-------------------|-------------------|
| 4001 | Library Services | 634,566 | 512,558 | 112,560 | 9,448 | 99% | | 94% | 94% |
| 4003 | Social-Senior-Youth-Services | 377,561 | 243,353 | 60,262 | 73,946 | 80% | | 75% | 79% |
| 4005 | Recreation Administration | 103,961 | 0 | 0 | 103,961 | 0% | Will not fill due to re-organization | 69% | 0% |
| 4009 | Community Support | 3,500 | 37 | 0 | 3,463 | 1% | | 0% | 1% |
| | Lib., Rec., & Soc. Services | 1,119,588 | 755,948 | 172,822 | 190,818 | 83% | | 85% | 80% |
| 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% | 100% |
| | Capital & Debt Service | 8,746,458 | 6,737,916 | 0 | 2,008,542 | 77% | | 100% | 77% |
| | Town Section | 22,534,204 | 17,796,794 | 2,052,261 | 2,685,149 | 88% | | 94% | 85% |
| 8001 | Board of Education | 38,118,521 | 28,055,551 | 0 | 10,062,970 | 74% | | 75% | 67% |
| | Board of Education | 38,118,521 | 28,055,551 | 0 | 10,062,970 | 74% | | 75% | 67% |
| | General Fund Expenses | 60,652,725 | 45,852,345 | 2,052,261 | 12,748,119 | 79% | | 81% | 74% |

ARPA Report as of 5/13/25

| | | | |
|---------------------------|---------------------|-------------------|--------------|
| 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 | 3,610,603.39 |
| Allocated Fund | 3,610,603.39 | Total spent | 3,428,976.79 |
| Earned Interests | (205,100.01) | Remaining Unspent | 181,626.60 |

| Row Labels | BOS Approval Date | Sum of Total BOS Approved | Sum of Total Spent | Sum of Remaining | Encumbered | Unencumbered Balance |
|--|-------------------|------------------------------|-----------------------|---------------------|-------------------|-------------------------|
| 52656.GRANT EXPENSES-P&R | Apr 19, 2021 | 36,114.19 | 36,114.19 | 0.00 | | 0.00 |
| 67000.AP Digitization (plus 2 years maintenance) | June 17, 2024 | 47,013.00 | 47,013.00 | 0.00 | | 0.00 |
| 67000.Avaya | Feb 5, 2024 | 8,778.17 | 8,778.17 | 0.00 | | 0.00 |
| 67000.Folder/Inserter Machine | June 17, 2024 | 46,180.09 | 46,180.09 | 0.00 | | 0.00 |
| 67000.GIS System | Apr 3, 2023 | 10,890.00 | 10,890.00 | 0.00 | | 0.00 |
| 67000.Municipality Integrated Parcel Mgmt System | Jun 20, 2022 | 68,478.23 | 50,668.70 | 17,809.53 | 3,750.00 | 14,059.53 |
| 67000.Plotter | Apr 3, 2023 | 9,855.50 | 9,855.50 | 0.00 | | 0.00 |
| 67000.RedNMX System (Fire Inspection Software) | Apr 3, 2023 | 5,950.00 | 5,950.00 | 0.00 | | 0.00 |
| 67000.SC Dept Header Page | June 17, 2024 | 3,819.73 | 3,819.73 | 0.00 | | 0.00 |
| 67000.SC Main Hall Audio Visual upgrade | June 17, 2024 | 87,343.20 | 87,343.20 | 0.00 | | 0.00 |
| 67000.TH Computer Equipment | June 17, 2024 | 215,125.14 | 215,125.14 | 0.00 | | 0.00 |
| 67000.TH Meeting Room Sound System | June 17, 2024 | 18,984.02 | 18,984.02 | 0.00 | | 0.00 |
| 67000.VPN | Feb 5, 2024 | 1,102.00 | 1,102.00 | 0.00 | | 0.00 |
| 67000.WiFi Access Point and Network | 9/6/22 & 12/4/23 | 217,893.18 | 217,893.18 | 0.00 | | 0.00 |
| 67000A.Axon Fleet Cruiser Cameras | 9/6/22 & 5/1/23 | 59,997.90 | 59,997.90 | 0.00 | | 0.00 |
| System | Jun 20, 2022 | 163,882.95 | 163,882.95 | 0.00 | | 0.00 |
| 67001.GMHS HVAC | Aug 15, 2022 | 848,957.00 | 848,957.00 | 0.00 | | 0.00 |
| 67002.Wells Road HVAC | Aug 15, 2022 | 286,208.24 | 286,208.24 | 0.00 | | 0.00 |
| 67003.Communications Upgrades: Website Update | Sept 6, 2022 | 44,300.00 | 44,300.00 | 0.00 | | 0.00 |
| 67004.FVHD | Sept 6, 2022 | 44,449.00 | 44,449.00 | 0.00 | | 0.00 |
| 67005.Town Hall Complex HVAC | Apr 17, 2023 | 49,860.00 | 49,860.00 | 0.00 | | 0.00 |
| 67006.Library Renovation Space Study | Nov 6, 2023 | 15,181.25 | 15,181.25 | 0.00 | | 0.00 |
| 67007.AEDs | Dec 4, 2023 | 12,160.18 | 12,160.18 | 0.00 | | 0.00 |
| Consultant | Dec 18, 2023 | 19,867.00 | 19,867.00 | 0.00 | | 0.00 |
| 67009.Drummer Roof Replacement | June 17, 2024 | 5,093.05 | 5,093.05 | 0.00 | | 0.00 |
| 67009.GPS for PW equipment plus monitoring | June 17, 2024 | 49,979.00 | 49,979.00 | 0.00 | | 0.00 |
| 67009.Mini Sweeper (MS4 compliance assistance) | June 17, 2024 | 184,492.37 | 184,492.37 | 0.00 | | 0.00 |
| 67009.PW Electronic Sign Boards (2) | June 17, 2024 | 30,970.32 | 30,970.32 | 0.00 | | 0.00 |
| 67009.Snow Plow Replacement | June 17, 2024 | 13,580.00 | 13,580.00 | 0.00 | | 0.00 |
| 67010.SBP Basketball Courts Renovation | June 17, 2024 | 110,752.84 | 90,752.84 | 20,000.00 | 20,000.00 | 0.00 |
| 67011.SBP Walking Trail | June 17, 2024 | 188,670.05 | 155,172.89 | 33,497.16 | 33,497.16 | 0.00 |
| 67012.Library Renovation | June 17, 2024 | 133,739.18 | 133,739.18 | 0.00 | | 0.00 |
| 67013.PD HQ Improvement | June 17, 2024 | 114,844.90 | 90,383.70 | 24,461.20 | 24,461.20 | 0.00 |
| 67014.HF Improvement | June 17, 2024 | 89,040.09 | 89,040.09 | 0.00 | | 0.00 |
| 67015.Town Center Consultant | June 17, 2024 | 75,000.00 | 48,750.00 | 26,250.00 | 26,250.00 | 0.00 |
| 67016.P&R Study | Oct 21, 2024 | 25,000.00 | 20,180.00 | 4,820.00 | 4,820.00 | 0.00 |
| 67017.Road Repaving | June 17, 2024 | 12,892.96 | 28,744.25 | (15,851.29) | | (15,851.29) |
| 67018.Tow Behind Trailer/Grass Flail | Oct 21, 2024 | 39,786.24 | 39,786.24 | 0.00 | | 0.00 |
| 67019.Wastewater Facilities Plan | Nov 4, 2024 | 33,400.00 | 21,710.00 | 11,690.00 | 11,690.00 | 0.00 |
| 67020.Library Capital Campaign Consultant | Nov 4, 2024 | 40,000.00 | 31,050.00 | 8,950.00 | 8,950.00 | 0.00 |
| 67021.TH Space Recovery Initiative | Nov 4, 2024 | 8,645.83 | 8,645.83 | 0.00 | | 0.00 |
| 67022.Animal Shelter | Sept 16, 2024 | 27,396.59 | 27,396.59 | 0.00 | | 0.00 |
| 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 |
| Grand Total | | 3,610,603.39 | 3,428,976.79 | 181,626.60 | 133,418.36 | 48,208.24 |