



TOWN OF GRANBY

MEMORANDUM

DATE: June 9, 2025

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager 

REGARDING: Town Manager's Report for the June 16, 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 May budget summary as compiled by Finance Director Kimi Cheng.

Town Manager's Commentary on Projects/Noteworthy Items

- The transfer of 229 Mountain Road is complete
- Continued pursuing an appeal of the CT Siting Council KCE decision
- Awaiting direction on the Kearns Senior Housing development
- Produced an updated 10-year capital plan for BOS approval and referral to CPPAC
- Awaiting direction on the reuse of 87 Simsbury Road
- The Parks Master Plan draft was presented to the public on 6/3. Awaiting the final report
- Received Sewer Use ordinance updates from the outside engineer; need to review
- Met with Granby Ambulance; requested additional information to understand their needs

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: June 11, 2025

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

Highlights for Revenues:

As of 5/31/25, the total tax collection was consistent with the prior years at 102% (vs. 102% last year).

As of 6/10/25, the daily rate for STIF was 4.38%, or a 7-day yield was 4.38%. In May, interest earned from the STIF account was approximately \$79.8K.

Highlights for Expenditures:

As of 5/31/25, the total general fund expenditure was consistent with the last fiscal year at 85% (vs. 89% last year).

The Public Works Department's overtime expense as of May 31, 2025, was \$169,008.24 (vs. \$173,242.35 last year) due to many rainstorms that caused washouts and fallen trees in August. Staff had to work late 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 after 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 May 31, 2025, was \$169,050.78 (vs. \$200,645.16 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.

Preliminary Estimate for FY25:

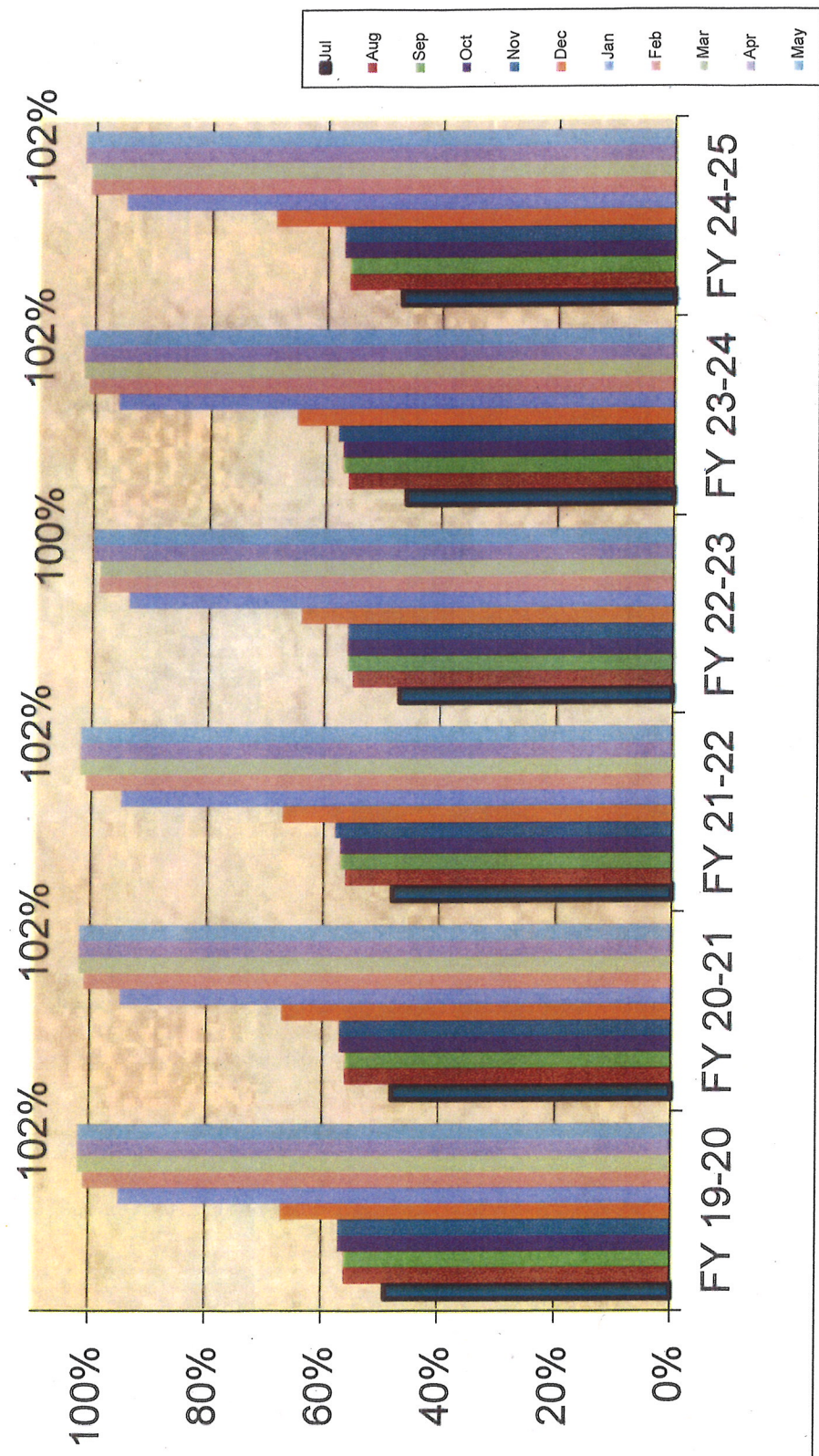
Est'd. Favorable (Unfavorable) Results of FY25 Operations

Expenditures:		
Bd. of Selectmen Expenditures	305,000	
Bd. of Education Expenditures	600,000	
Xfer to Emergency Communication Fund Saving	<u>1,700,000</u>	2,605,000
Revenues:		
Current Taxes	806,900	
Prior Years Taxes	10,400	
Interest and Liens	35,500	
Auto Supplement	92,600	
Education Grants	(197,300)	
Municipal State Grants	30,900	
Local Revenues	<u>901,000</u>	1,680,000
Results of FY25 Operations Total: Favorable		<u><u>4,285,000</u></u>



**BUDGET OPERATIONS
MAY 2025**

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MAY 2025

DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	May 24 % REC'D	Apr 25 % REC'D
41010 Current Year Taxes	44,492,129	45,298,825	(806,696)	102%	Pymts. Due - July & Jan.	102%	102%
41020 Prior Years Taxes	210,000	228,056	(18,056)	109%		129%	103%
41040 Interest & Liens	130,000	168,760	(38,760)	130%		126%	122%
41060 Auto Supplement	400,000	491,748	(91,748)	123%	Billed - December	116%	121%
Property Taxes	45,232,129	46,187,389	(955,260)	102%		102%	102%
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%	99%
43590 Tuition - Other Towns	1,283,865	797,586	486,279	62%	School Bills for Activity	56%	60%
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	6,628,722	1,100,743	86%		85%	85%
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	9,086	29,657	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%	grant reim; remaining is for motor veh violation.	184%	296%
43140 State Revenue Sharing	0	0	0	N/A	Pymt. Due - April	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	3,953	94%		123%	94%
Intergovernmental Revenue	7,797,905	6,693,059	1,104,696	86%		90%	86%
43615 Town Clerk Fees	220,000	256,213	(36,213)	116%	Statutory Collections	109%	106%
43620 Planning & Zoning	3,000	3,030	(30)	101%	Application Permit Fees	99%	81%
43630 Zoning Bd of Appeals	606	1,414	(808)	233%	Application Permit Fees	168%	200%
43640 Building Permits	150,000	302,235	(152,235)	201%	Building Permit Fees. \$27.3K for SB; \$23K	373%	187%
43660 Inland Wetlands	4,000	6,284	(2,284)	157%	Harness Way; \$14.5K Clemons Spring	497%	116%
43670 Short Term Investments	200,000	812,323	(612,323)	406%	Permit/Appl. Fees	825%	372%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MAY 2025

DESCRIPTION	ADJUSTED REVENUE		BAL DUE	%	REC'D	REMARKS	May 24 % REC'D	Apr 25 % REC'D
	BUDGET	RECEIVED						
43680 Rents	18,800	18,200	600	97%	Drummer/GLT/Farmhouse/Acreage/School Rental	68%	91%	
43700 Snow Plow & Grading	11,000	11,136	(136)	101%	Private Roads	136%	101%	
43710 Photocopying	90	118	(28)	131%		129%	131%	
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	3,706	(706)	124%	Book Fines, Trust Investment	117%	109%	
43770 Contract - Bldg. Inspection	14,000	14,000	0	100%	Bldg. Dept. Bills Qtrly For Services	75%	100%	
43790 Driveway Permits	1,000	1,350	(350)	135%	New Const. Activity	463%	125%	
43800 Police Photo/Lic/Permits	11,000	11,200	(200)	102%		78%	91%	
43840 Returned Check Fee	100	45	55	45%		65%	45%	
43990 Pay For Participation	42,000	30,409	11,591	72%	Received from BOE	71%	72%	
Gov Deals Sales \$24K; CIRMA \$12.5K; HF ck \$11K; WC wages \$17K; Anthem reim. for EAP \$2.5K; ARPA Rural Reim Grant \$11.7K								
46038 Miscellaneous	40,424	97,171	(56,747)	240%		121%	188%	
46240 Communication Fees	42,722	40,239	2,483	94%		92%	85%	
Local Departmental Revenues Total	819,260	1,665,343	(846,082)	203%		290%	186%	
43934 Sewer Utility Fund Contribution	18,431	18,431	0	100%		100%	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%		100%	71%	
Local Dept. Rev. & Transfer In Total	7,622,691	6,468,774	1,153,918	85%		216%	83%	
General Fund Revenues	60,652,725	59,349,221	1,303,504	98%		103%	93%	

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

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED D ALLOTMENT	% EXP.	REMARKS	May 24 % REC'D	Apr 25 % REC'D
1001	General Administration	361,781	307,259	25,351	29,171	92%		61%	92%
1003	Legal Services	34,000	77,676	30,240	(73,916)	317%	is covered by contingency. UKS:		
1005	Fringe Benefits	3,268,507	3,144,537	40,898	83,072	97%	\$47.9K; Sherwood: \$12.6K	169%	317%
1007	Town Clerk Operations	169,217	141,727	21,071	6,419	96%		95%	96%
1009	Probate	5,390	5,614	0	(224)	104%	is covered by contingency	95%	97%
1011	Contingency & Reserve	246,311	28,339	7,297	210,675	14%		98%	104%
1013	Election Services	71,680	53,603	1,999	16,078	78%		33%	14%
1015	Boards, Reg. Prog. & Staff Dev.	66,180	46,033	5,744	14,402	78%		86%	73%
1017	Revenue Collections	143,676	128,883	21,914	(7,121)	105%	is covered by contingency	95%	78%
1019	Property Assessment	219,925	199,065	24,732	(3,872)	102%	is covered by contingency	98%	105%
1021	Finance Management	421,167	381,812	34,379	4,977	99%		100%	101%
1023	Insurance	353,544	290,518	4,462	58,564	83%	Realloc. Unemploy. pmt to HR	98%	98%
1031	Community Development	147,399	136,278	13,633	(2,511)	102%	is covered by contingency	92%	90%
1033	Human Resources	109,288	103,982	6,406	(1,100)	101%	is covered by contingency	98%	102%
1035	Technology	181,902	176,565	15,728	(10,391)	106%	\$17,000 short in personnel budget;	92%	100%
	General Government	5,799,967	5,221,890	253,854	324,224	94%		101%	105%
2001	Building Inspection	193,022	164,557	13,896	14,568	92%		87%	92%
2003	Fire Prevention	415,776	318,893	96,077	806	100%		100%	100%
2005	Emergency Management	12,150	10,728	0	1,422	88%		94%	88%
2007	Health Services	178,176	163,334	15,065	(223)	100%	covered by contingency	100%	100%
2009	Police Dept Administration	404,318	370,789	31,125	2,404	99%		99%	99%
2011	Police Oper. & Communications	2,035,266	1,844,773	261,255	(70,762)	103%	OT, covered by position not fill	101%	99%
	Pers. & Prop. Protection	3,238,708	2,873,073	417,418	(51,784)	102%		99%	99%
3003	General & Equipment Maint.	3,592,100	3,048,011	484,326	59,764	98%		93%	98%
3011	Planning & Engineering	37,383	27,534	9,446	404	99%		111%	99%
	Public Works & Env.	3,629,483	3,075,545	493,771	60,167	98%		94%	98%

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

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED D ALLOTMENT	% EXP.	REMARKS	May 24 % REC'D	Apr 25 % REC'D
4001	Library Services	634,566	583,779	51,928	(1,141)	100%	covered by contingency	96%	99%
4003	Social-Senior-Youth-Services	377,561	280,050	26,755	70,756	81%		75%	80%
4005	Recreation Administration	103,961	0	0	103,961	0%	Will not fill due to re-organization	69%	0%
4009	Community Support	3,500	2,537	0	963	72%		0%	1%
	Lib., Rec., & Soc. Services	1,119,588	866,366	78,683	174,539	84%		86%	83%
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	18,774,790	1,243,726	2,515,688	89%		95%	88%
8001	Board of Education	38,118,521	31,690,491	0	6,428,030	83%		85%	74%
	Board of Education	38,118,521	31,690,491	0	6,428,030	83%		85%	74%
	General Fund Expenses	60,652,725	50,465,281	1,243,726	8,943,719	85%		89%	79%

ARPA Report as of 6/10/2025

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 3,486,357.99
Earned Interests	(205,100.01)	Remaining Unspent 124,245.40

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.Budget Digitization (plus 2 years maintenance)	June 17, 2024	46,180.09	46,180.09	0.00		0.00
67000.Folder/Inserter Machine	June 17, 2024	4,930.00	4,930.00	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
67000A.NexGen Public Safety Solutions CAD/RMS 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
67008.Emergency Communication System 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	110,752.84	0.00		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	114,844.90	0.00		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	60,000.00	15,000.00	15,000.00	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	23,380.00	10,020.00	10,020.00	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	3,486,357.99	124,245.40	76,037.16	48,208.24