

**TOWN OF GRANBY  
CAPITAL PROGRAM PRIORITY ADVISORY COMMITTEE  
SPECIAL MEETING MINUTES  
DECEMBER 2, 2024**

**PRESENT:** Margaret Chapple, Board of Selectmen; Kevin Hobson, Board of Finance; William Kennedy, Board of Finance; Heather Lombardo, Board of Education; Mark Neumann, Board of Selectmen and David Peling, Board of Education

**EX OFFICIO MEMBERS PRESENT:** John Adams, Treasurer; Cheri Burke, Superintendent of Schools; Mark Fiorentino, First Selectman; Michael Guarco, Chairman, Board of Finance; Monica Logan, Chairman, Board of Education and Mike Walsh, Town Manager

**I. CALL TO ORDER**

The meeting was called to order by temporary chairman Mark Fiorentino at 5:00 p.m.

**II. APPROVAL OF MEETING MINUTES FROM FEBRUARY 27, 2019, MEETING**

ON A MOTION by M. Neumann, seconded by M. Chapple, the committee voted (6-0-0) to approve the meeting minutes of February 27, 2019.

ON A MOTION by M. Neumann, seconded by D. Peling, the committee voted (6-0-0) to reorder the agenda to move Business item #8 to after Business item #4.

**III. BUSINESS**

**a. Swear in Committee Members**

The Capital Program Priority Advisory Committee members were sworn in by Town Clerk Scott Nolan.

**b. Elect A Chair, Vice-Chair and Secretary**

ON A MOTION by M. Neumann, seconded by D. Peling, the committee voted (6-0-0) to nominate Kevin Hobson as the Chairman of the Capital Program Priority Advisory Committee.

ON A MOTION by M. Neumann, seconded by M. Chapple, the committee voted (6-0-0) to nominate William Kennedy as the Vice-Chairman of the Capital Program Priority Advisory Committee.

ON A MOTION by K. Hobson, seconded by M. Chapple, the committee voted (6-0-0) to nominate Mark Neumann as the Secretary of the Capital Program Priority Advisory Committee.

**c. Adopt Roberts Rules of Order**

ON A MOTION by K. Hobson, seconded by M. Neumann, the committee voted (6-0-0) to adopt Robert's Rules of Order for meetings of the Capital Program Priorities Advisory Committee.

**d. Set/Adopt Meeting Dates and Times**

The committee agreed to meet regularly on the first and fourth Mondays of each month from 5:0 p.m. to 7:00 p.m.

**e. Solar Placement on Town Buildings/Property – Identification/Selection Approval**

A presentation on the potential use of solar power in Granby was presented to the committee to determine if the committee supported exploring the project further through the Connecticut Green Bank to reduce energy costs through renewable energy. After discussion, the committee agreed the project should move forward to the next phase with a limited scope on the type and location of panels.

**f. Develop Definition of a Capital Improvement**

ON A MOTION by M. Neumann, seconded by W. Kennedy, the committee voted (6-0-0) to adopt the following criteria for items to be eligible for inclusion in the capital improvement program:

1. Capital improvement items are included if the improvement cost is greater than \$10,000 and the life of the improvement is more than five (5) years.
2. Capital equipment items are included if the equipment cost includes items costing more than \$5,000 in 2025. All such items are required to be inventoried and depreciated.

The remainder of the agenda items under Business were deferred to the next meeting in the interest of time.

**IV. PUBLIC SESSION**

None

**V. SCHEDULE NEXT MEETING**

The next meeting of the Capital Program Priority Advisory Committee has not been scheduled.

**VI. ADJOURNMENT**

ON A MOTION by M. Neumann, seconded by W. Kennedy, the committee voted (6-0-0) to adjourn the meeting at 6:42 p.m.

Respectfully submitted,



Betsy Mazzotta  
Recording Secretary