



## TOWN OF GRANBY

### MEMORANDUM

DATE: January 12, 2026

**TO:** The Granby Board of Selectmen  
The Granby Board of Finance

**FROM:** Kimi Cheng, Director of Finance

**REGARDING:** **FY25 Capital Projects Carryovers to FY26 Budget**

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#### Background

Per Town Charter Section 10-5f, *Annual Budget Process: Capital Fund and Appropriations*, “Appropriations for construction or other permanent improvements, from whatever source derived, shall not lapse until the purpose for which the appropriation was made shall have been accomplished or abandoned as stated by resolution by the Board of Selectmen, provided that any such project shall be deemed to have been abandoned if three fiscal years shall elapse without any addition to, or expenditure from, or encumbrance of the appropriation therefore.”

Historically, annual appropriations to the Small Cap Fund have lapsed at the end of each fiscal year, as all small capital projects were completed within the same fiscal year in which they were funded.

#### FY25 Small Cap Fund Projects

During Fiscal Year 2025, several Small Cap Fund projects were not completed by the fiscal year-end. As a result, staff prepared a list of FY25 Small Cap Fund capital projects that remain active and are being carried forward into Fiscal Year 2026.

These projects continue to meet the requirements of Section 10-5f, as the underlying purposes have neither been accomplished nor abandoned, and the appropriations remain active within the allowable timeframe established by the Charter.

	<u>FY25 Budget*</u>	<u>FY25 Transactions</u>	<u>FY25 Budget Bal</u>	<u>FY25 YE BOE Surplus</u>	<u>FY25 Available CO Bal</u>	<u>FY25 CO to FY26</u>
Overlay Roads	1,000,000	952,425.50	47,574.50		47,574.50	74,994.50
Culverts, Bridges, and Drainage	15,000	2,580.00	12,420.00		12,420.00	Overlay line
Police Vehicle	127,486	124,497.40	2,988.60		2,988.60	0.00
Police Firearms	21,514	21,514.00	0.00		0.00	0.00
Police Ballistic Shields	24,000	23,619.94	380.06		380.06	0.00
Technology and Equipment	25,000	3,188.37	21,811.63		21,811.63	21,811.63
BOE Building Maint and Impro	163,200	159,778.06	3,421.94		3,421.94	0.00
BOE Security Project	439,603	0.00	439,603.00	420,000	859,603.00	859,603.00
BOE HS Bleachers	0	0.00	0.00	130,000	130,000.00	130,000.00
BOE Central Office Roof Repair	0	0.00	0.00	100,000	100,000.00	100,000.00
TH/PD/LIB. BLDG UPGRADES	13,000	6,908.00	6,092.00		6,092.00	0.00
SIDEWALKS	15,000	0.00	15,000.00		15,000.00	Overlay line
VARIOUS ALIGNMENTS	10,000	0.00	10,000.00		10,000.00	0.00
DPW Facilities	90,000	90,000.00	0.00		0.00	0.00
Other Facilities	36,000	25,907.39	10,092.61		10,092.61	0.00
Total	1,979,803	1,410,418.66	569,384.34	650,000	1,219,384.34	1,186,409.13
*Excludes \$774,589 that was budgeted for loans						
	1,979,803			FY25 Available CO Balance	1,219,384.34	
For Loans	774,589			FY25 CO to FY26	1,186,409.13	
Total FY25 Small Cap Budget	2,754,392			FY25 Bal to Fund Balance	32,975.21	

### Conclusion

The carryforward of these FY25 Small Cap Fund projects into FY26 is consistent with Town Charter provisions and past capital fund practices. Staff will continue to monitor the status of these projects and report on carryover projects annually. This memo is for informational purposes only; no action is required pursuant to the Town Charter.

Here is a list of FY26 small-cap fund projects, including the FY25 carryover projects:

	<u>FY26 Adopted Budget*</u>	<u>FY26 Revision**</u>	<u>FY25 CO to FY26 Budget***</u>	<u>FY26 Revised Budget</u>
BOS Equipment Purchase for Lease	782,000	0	0	782,000
BOE Equipment Purchase for Lease	156,702	0	0	156,702
Interfund Loan Leases	0	271,530	0	271,530
ROAD OVERLAY	1,000,000	0	74,995	1,074,995
POLICE AND ADMINISTRATION VEHICLES	136,500	0	0	136,500
POLICE BODY CAMERA	3,607	0	0	3,607
POLICE TASER UNITS	3,500	0	0	3,500
Building Maintenance and Improvement	576,098	0	0	576,098
BOE Security Proj	0	0	859,603	859,603
BOE HS Bleachers	0	0	130,000	130,000
BOE Central Office Roof Repair	0	0	100,000	100,000
TECHNOLOGY AND EQUIPMENT	25,000	0	21,812	46,812
FACILITIES MAINTENANCE/UPGRADES ~	41,500	0	0	41,500
SECURITY MEASURES: Panic Buttons	5,000	0	0	5,000
CONTRIBUTION TO GAA FOR CAP PURCHASES	92,940	0	0	92,940
SBP IMPROVEMENT ^	151,500	0	0	151,500
STORAGE PURCHASES	100,000	0	0	100,000
TRANSFER-OUT CAPITAL FUND	62,257	0	0	62,257
Total	3,136,604	271,530	1,186,409	4,594,543
*Page 70 of the FY26 Adopted Budget				
** 7/28/25 BOF Agenda & 8/4/25 BOS Agenda				
*** 1/20/26 BOS Agenda & 1/26/26 BOF Agenda				
~FACILITIES MAINTENANCE/UPGRADES				
Generator Library for Phone System	26,500			
Public Works Garage – Mezzanine Quarters	10,000			
SC Doors	5,000			
	41,500			
^ SBP IMPROVEMENT				
Tennis Court Sound Barriers	35,000			
Generator - Parking Building for Phone System	26,500			
Pond Dredging	60,000			
Digital Sign for SBP	30,000			
	151,500			