

**TOWN OF GRANBY  
BOARD OF SELECTMEN  
REGULAR MEETING**

**Minutes**

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**June 20, 2023**

Members Present:      First Selectman Mark H. Fiorentino  
                                 Selectman Kelly O. Rome  
                                 Selectman Mark C. Neumann  
                                 Selectman Margaret Q. Chapple  
                                 Selectman Frederick A. Moffa

Others Present:        Scott A. Nolan, Town Clerk  
                                 Kimi Cheng, Finance Director  
                                 Chairman Edward Ohannessian, Charter Commission  
                                 Commissioner Mark Lockwood, Charter Commission  
                                 Commissioner Rebecca Brewer, Charter Commission  
                                 Vice-Chairman Anthony McGovern, Charter Commission  
                                 Commissioner Benjamin Perron, Charter Commission  
                                 Commissioner Francis Brady, Charter Commission – Via Zoom  
                                 Commissioner Lynn Guelzow, Charter Commission – Via Zoom

The Hon. Mark H. Fiorentino, First Selectman called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Town Hall Meeting Room 15 North Granby Road, Granby, CT 06035.

**I.    PLEDGE OF ALLEGIANCE**

First Selectman Mark H. Fiorentino led members of the Board of Selectmen in the Pledge of Allegiance. After the Pledge of Allegiance, First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that a change was being made to the chat feature of the Zoom meeting technology as a result of public request and indicating that going forward chat messages would be sent directly to the host of the zoom meeting.

**II.   MINUTES**

**A.   Approval of Board of Selectmen Public Hearing Meeting Minutes – June 5, 2023**

Selectman Frederick A. Moffa made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby approves the minutes of the Board of Selectmen Public Hearing meeting minutes of June 5, 2023.

The motion was seconded by Selectman Mark C. Neumann which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES**.

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**B. Approval of Board of Selectmen Meeting Minutes – June 5, 2023**

Selectman Mark C. Neumann made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby approves the minutes of the Board of Selectmen meeting of June 5, 2023.

The motion was seconded by Selectman Margaret Q. Chapple which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES**.

**III. APPOINTMENTS**

First Selectman Mark H. Fiorentino noted that the Board of Selectmen had not received any recent recommendations for consideration.

**IV. OLD BUSINESS**

No old business took place.

**V. BUSINESS**

**A. Eagle Scout Proclamation Presentation**

First Selectman Mark H. Fiorentino presented a proclamation to Caelum Janski for achieving the rank of Eagle Scout and recognized his accomplishments explaining that Caelum joined Cub Scout Pack 325 as a Tiger Cub, remained a dedicated Scout through high school as a member of BSA Troop 125 and persevered through the challenges presented by the COVID-19 pandemic. First Selectman Mark H. Fiorentino further explained that Caelum undertook a special project in which he built and stocked a woodshed at Pilgrim Covenant Church to complement a campfire ring built by another Eagle Scout.

**B. Charter Revision Commission Presentation**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the Charter Revision Commission had concluded their work for the time being and filed a Draft Report with the Town Clerk on May 28, 2023. First Selectman Mark H. Fiorentino thanked members of the Charter Revision Commission for their work and introduced Chairman Edward Ohannessian of the Charter Revision Commission to present the Draft Report to the Board of Selectmen.

Chairman Edward Ohannessian informed members of the Board of Selectmen regarding the process that the Charter Revision Commission had completed and noted that fourteen meetings had taken

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place since January 2023 and that Public Input had been at the forefront of each agenda, along with comments from the various Boards/ Commissions, and written comments from the Public had also been collected and considered.

Chairman Edward Ohannessian informed members of the Board of Selectmen and further explained that the town Charter is reviewed once very ten years and that the following recommendations were being proposed for consideration:

Section 2-4 Eligibility for Office: Consideration was given to clarify that any person elected or appointed to a board or commission must be a resident elector. A resident elector is a person who is both a resident of Granby and a registered voter in Granby.

Section 2-5 Breaking a Tie: Consideration was given to clarify that breaking an election tie would be governed by Section 9-332 of the General Statutes thereby eliminating any conflicts with election law.

Section 3-1 General Powers and Duties: Consideration was given to clarify that no individual can hold more than one elected position concurrently.

Section 3-4 Board of Selectmen: Consideration was given to add the term First Selectwoman and Selectwomen. Consideration was given to clarify the conduct of the election shall be governed by the General Statutes. Consideration was given to clarify that votes attained by the unsuccessful candidate for First Selectman or Selectwoman will be counted as votes in the election for members of the Board of Selectmen. Consideration was given to increasing the number of votes (currently 2) cast by electors to equal the number of the number of seats (four) on the Board of Selectmen.

Section 3-8 Zoning Board of Appeals: Consideration was given to combine Section 3-9 Zoning Board of Appeals Alternates with existing Section 3-8. No change to definition, intent or content was made.

Section 3-9 Planning and Zoning Commission: Consideration was given to eliminate the language regarding staggered terms for alternate members. The language is no longer required as the initial terms creating ongoing staggered terms have been established.

Section 3-11 Conflict of Interest: Consideration was given to updating the conflict of interest language and require disclosure of such conflict of interest as necessary. Consideration was given to reducing the waiting period to be appointed or hired by the town to six months to reflect current employment market conditions.

Section 4-2 The First Selectman: Consideration was given to expanding time period from 90 days to 120 days in which the First Selectman or First Selectwoman can assume the responsibilities of the Town Manager in their absence.

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Section 4-6 Petition for Overrule of Action by the Board of Selectmen: Consideration was given to requiring a machine vote on the sole question of overriding any ordinance, resolution, or vote and clarified action to taken upon certification of the machine vote.

Section 4-7 Coordination: Consideration was given to expanding to the general public those eligible to submit suggestions and comments at the meeting.

Section 5-1 Board of Finance: Consideration was given to eliminating reference to Section 3-11 Conflict of Interest as all positions in town are subject to Section 3-11.

Section 6-6 Town Attorney: Consideration was given to clarifying that the Town Attorney may be an individual or a law firm. Consideration was given to give the Board of Selectmen the right to select special legal counsel if necessary.

Section 7-1 Appointment: Consideration was given to simplifying the section by stating the Town Manager serves at the pleasure of the Board of Selectmen.

Section 7-2 Vacancy or Disability in the Office of Town Manager: Consideration was given to adding this section to clarify the First Selectman or First Selectwoman's role in the absence of a Town Manager, the appointment of an interim Town Manager and the ability of Town official or former official to be an interim Town Manager.

Section 7-4 Appointments: Consideration was given to clarifying that the Board of Selectmen may vest the appointment of certain positions in the Town Manager.

Section 9-1 The Classified Service: Consideration was given to clarifying the temporary employment period is 90 days. We recommend the revised language.

Section 10-5(b) Hearing - Annual Town Budget: Consideration was given to permit flexibility of the budget process timeline by allowing the public hearing to occur "on or before" the second Monday in April at the discretion of the Board of Finance. The revision does not extend the final budget process deadlines but creates a "on or before" concept to provide flexibility. Copies of the proposed annual budget shall be available by the Thursday noon prior to the Monday budget vote.

Section 10-5(c) Machine Vote: Consideration was given to adjusting the vote to the second Monday after the public hearing.

Section 11-3(a) When a Town Meeting is Required: Consideration was given to clarifying the term current tax levy.

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Section 11-3(c) When a Town Meeting is Required: Consideration was given to requiring the sale of any town owned real estate to be approved by those eligible to vote at referenda.

Answering questions from the Board of Selectmen, Chairman Edward Ohannessian explained the difference between a registered voter and an elector and the qualifications for holding public office. Chairman Edward Ohannessian also explained the changes to the budget timeline and how the new proposed language would affect the timeline moving forward if the proposed language was adopted. Chairman Edward Ohannessian also explained the language that clarified who could provide public input at Boards and Commission meetings. Chairman Edward Ohannessian further explained the proposed language that would affect the budget process for section 10-5c allowing for additional flexibility.

**C. Consideration of Granby Center Advisory Committee Appointments**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that at the Board of Selectmen's May 1, 2023, meeting, the Board established a Granby Center Advisory Committee and approved the committee's charge.

Selectman Mark C. Neumann made a motion for the adoption of the following resolution(s):

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Eric Myers (R) to the Granby Center Advisory Committee effective immediately and ending at the time the Committee is dissolved by action of the Board of Selectmen;

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Martin Schwager (R) to the Granby Center Advisory Committee effective immediately and ending at the time the Committee is dissolved by action of the Board of Selectmen;

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Margaret Jabaily (D) to the Granby Center Advisory Committee effective immediately and ending at the time the Committee is dissolved by action of the Board of Selectmen;

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints John Oates (U) to the Granby Center Advisory Committee effective immediately and ending at the time the Committee is dissolved by action of the Board of Selectmen;

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Mark Fiorentino (R) to the Granby Center Advisory Committee effective immediately and ending at the time the Committee is dissolved by action of the Board of Selectmen.

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The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

**D. Appointment of Kimi Cheng to Serve as Interim Town Manager**

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that while the Town of Granby conducts the process to appoint a new Town Manager, First Selectman Mark H. Fiorentino will be on vacation from June 24, 2023, to July 2, 2023, and during a portion of that time, he may be without phone and internet access. First Selectman Mark H. Fiorentino explained that out of an abundance of caution, he recommends that the Board of Selectmen appoint Kimi Cheng as the Interim Town Manager for that period of time and that First Selectman Mark H. Fiorentino will resume his role as Acting Town Manager on July 3, 2023.

Selectman Kelly O. Rome made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the Granby Board of Selectmen hereby appoints Kimi Cheng as Interim Town Manager for the period of June 24, 2023, through July 2, 2023.

The motion was seconded by Selectman Margaret Q. Chapple which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

**VI. TOWN MANAGERS REPORT**

**A. Budget Operations**

Director of Finance Kimi Cheng informed members of the Board of Selectmen that the tax collection rate is at 100% vs. 102% in previous years and that the STIF rate continues to be strong. Director of Finance Kimi Cheng also noted that there was a change in the projections for 280 Salmon Brook projects and that we are anticipating another \$102K before the end of the fiscal year for building #4 structures and the retaining wall instead of 380K as reported last month because the developer decided to apply for building permits one building a time.

**B. ARPA Report**

First Selectman Mark H. Fiorentino asked members of the Board of Selectmen if they had any questions regarding the ARPA report that has been submitted to the Board of Selectmen.

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**VII. FIRST SELECTMAN REPORT**

First Selectman Mark H. Fiorentino thanked members of the Team who work here in Granby and along with Senator Kissel and his staff for their assistance in getting a reimbursement for the high school roof project to allow us to get full reimbursement.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that he has signed a contract with a consultant to assist with the HVAC system at Town Hall.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that he has also confirmed with Lauren Stuck, the Collector of Revenue Services, and Abigail Kenyon, the Community Development Director on the Towns process for filing Building permits when there are back taxes on the property and that currently the Town of Granby does not prohibit homeowners from filing building permits regardless of delinquent taxes.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that the deadline for receiving proposals for consultants to assist with the Town Managers search has yielded zero results and that a meeting with Town Hall staff will take place as to whether or not it makes sense to repost the request for proposals.

First Selectman Mark H. Fiorentino informed members of the Board of Selectmen that we are very close to finalizing the Holcomb Farm Stewardship Trust Fund that was approved and that a fiduciary has been hired to help manage the Trust Fund and they have set a recommended policy.

**VIII. SELECTMAN REPORTS**

No selectmen reports were offered.

**IX. PUBLIC SESSION**

No public input was offered.

**X. EXECUTIVE SESSION**

Selectman Margaret Q. Chapple made a motion to go into Executive Session at 8:09 p.m. and invited members of the Board of Selectmen and Finance Director, Kimi Cheng into Executive Session.

The motion was seconded by Selectman Kelly O. Rome which passed by a unanimous voice vote (5/0/0) **MOTION CARRIES.**

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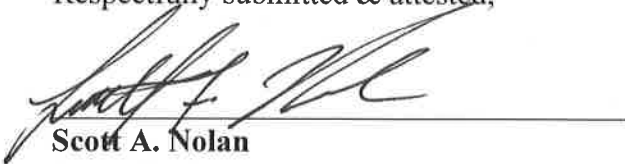
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**XI. ADJOURNMENT**

There being no more business to come before the meeting, Selectman Frederick A. Moffa made a motion to adjourn the Board of Selectmen meeting at 8:12 p.m., which was seconded by Selectman Mark C. Neumann and passed by a unanimous voice vote. **(5/0/0) MOTION CARRIES.**

Respectfully submitted & attested,

  
\_\_\_\_\_  
**Scott A. Nolan**  
Town Clerk

Received for Record June 29, 2023, at 12:03 PM  
By SCOTT A. NOLAN, Town Clerk