Town of Granby is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
https://us02web.zoom.us/j/82036757067?pwd=OFU5ZWNxUUpDZVVQdEdkOEIwSjFpUT09

Or dial in: +1 (929) 205 6099

Meeting ID: 820 3675 7067
Passcode: 157390

**TOWN OF GRANBY**
**BOARD OF SELECTMEN**
**SPECIAL MEETING**
**TUESDAY, JUNE 8, 2021**
**VIA ZOOM OR IN-PERSON**
**7:00 P.M.**
**AGENDA**

**NOTE: IN-PERSON ATTENDANCE REQUIRES WEARING A FACE MASK AND SOCIAL DISTANCING. IN ADDITION, SEATING AT THE TOWN HALL IS LIMITED.**

## I. PLEDGE OF ALLEGIANCE

## II. PUBLIC SESSION

## III. MINUTES

A. Approval of Meeting Minutes – May 17, 2021

## IV. UNFINISHED OR TABLED BUSINESS

A. Further Discussion on Feeding of Wildlife (Bears)
B. Board of Education (BOE) Resolution Adoption – The State has requested a revision to the resolution previously adopted by the Board at their meeting on 4/19/2021.

## V. BUSINESS

A. Resignations and Appointments
Vacancies: (1) Conservation Commission; (1) Greater Hartford Transit District
B. Consideration of Affordable Housing Plan Committee
C. Consideration of Solid Waste Fund Additional Appropriation for Bear Resistant Trash Barrels and Recycling Flyer
D. Consideration of Additional Appropriation for Other Post-Employment Benefits Trust Fund for FY2021-22 Actuarial Determined Contribution
E. Consideration of Budget Amendment for Contribution to Dog Fund
F. Consideration of Communications Fund Additional Appropriation for Upgrade to Communication Systems
G. Consideration of Sewer Allocation for Development at 2 and 3 Murtha's Way – BOS to convene as the Granby Water Pollution Control Authority (GWPCA)
H. Consideration of Personnel Matters (Items Deemed Appropriate for EXECUTIVE SESSION)

## VI. TOWN MANAGERS REPORTS

A. Town Manager Recruitment
B. Kearns School Update

## VII. FIRST SELECTMAN REPORTS (B. Scott Kuhnly)

## VIII. SELECTMAN REPORTS
**(Sally S. King, Mark C. Neumann, Edward E. Ohannessian, Glenn G. Ballard)**

## IX. ADJOURNMENT

The next regular meeting is scheduled for June 21, 2021.

**TOWN OF GRANBY**
**BOARD OF SELECTMEN**
**MINUTES**
**MAY 17, 2021**

The Regular Meeting of the Board of Selectmen was called to order by First Selectman B. Scott Kuhnly at 7:00 p.m.

**PRESENT:** **B. Scott Kuhnly, Glenn Ballard, Sally King, Mark Neumann, Edward Ohannessian, William F. Smith Jr., Town Manager; and John Bell, Student Liaison**

**ALSO PRESENT:** **Kimi Cheng, Director of Finance**

## I. PLEDGE OF ALLEGIANCE

## II. PUBLIC SESSION

Selectman Ballard requested the public be allowed to speak during the Board's discussion on feeding of wildlife. First Selectman Kuhnly noted the public will be allowed to speak after the Board of Selectmen.

Valerie Eastwood, 10 Haven Drive – Ms. Eastwood spoke at the last Board meeting and provided an update on her dog Murphy who was attacked by a bear. He has had multiple surgeries since the last meeting and so far, she has $12,000 in veterinarian bills. Two real estate lawyers have informed her she would need to disclose the incident to any prospective buyers.

Thomas Bunz, 234 Mountain Road – Mr. Bunz is in support of an ordinance banning the feeding of wildlife. He noted there is more than one problem feeder in the community and the bears have become too habituated to people. He feels the situation needs to be handled as quickly and safely as possible.

Meg Bunz, 234 Mountain Road – Ms. Bunz noted her neighbor feeds the bears and they cannot go outside any time of day and when they do, they need to carry bear whistles and horns. She is in favor of an ordinance against the feeding of bears and believes the ACO and the police need more tools to handle the situation.

Joe Rubin, 7 Schoolhouse Road – Mr. Rubin believes it is time to put some rules in place to prevent people from endangering the safety of others. He feels it is time to do this before there is a serious tragedy.

Elizabeth Hardersen, 41 Twilight Drive – Ms. Hardersen provided the Board with a petition in favor of an ordinance. The petition has been circulating since 2019 and has been signed by 438 individuals. She shared some stories that individuals have told her, including one of a woman who feeds feral cats and attracts coyotes and bears. Ms. Hardersen believes it is time for an ordinance.

Audrey Lampert, 120 Loomis Street – Ms. Lampert believes everyone should be in agreement that humans have habituated the bears. It's not good for Granby and it's not good for the bears. She feels a feeding ordinance should be put in place to protect people, pets and bears.

Jeff Milne, 220 Mountain Road – Mr. Milne lives very close to the individual who feeds the bears and the issue is getting worse. He believes this is bad for the environment as well as the animals. He noted it is also a health and safety risk. He believes a car accident is inevitable on Mountain Road. The bears also bring down the real estate value of a home. He supports using the blight ordinance against those who feed bears and he supports Granby adopting an ordinance as soon as possible.

Sarah Ryan, 15 Halwood Drive – Ms. Ryan believes the ordinance should be across the board against the feeding of all wildlife not just bears. They recently had a bear follow them while walking their dog, a few days later a neighbor's chickens were attacked and there was a recent sighting of a bobcat. She would like the Town to look at the trash barrels that are used by residents.

Kristin Flynt, Morningside Drive – Ms. Flynt voiced support for an ordinance and hopes the Board of Selectmen act quickly. It makes sense for the safety of people, animals and pets.

Peter Bryanton, 5 Sullivan Drive – Mr. Bryanton believes it is time to adopt a feeding ban as the issue has gotten out of hand.

Jason Norton, 116 Quarry Road – Mr. Norton is in full support of banning feeding wildlife, but would like something in place to protect individuals who actively trap animals for recreation and fur bearing. He would like to make sure there isn't something in place that bars people from doing this. He is in support of preventing people from feeding just to get animals in their yard.

Katharine Dalton, 18 Halwood Drive - Ms. Dalton noted she doesn't let her child walk to the bus and she thanked the Board for taking this ordinance seriously.

First Selectman Kuhnly closed public session at 7:27 p.m. and thanked everyone for their comments. Under "Tabled Business" the Board and the Town Manager will speak and the public will then be able to speak again.

ON A MOTION by Selectman Neumann, seconded by Selectman King, the board voted (5-0-0) to re-order the agenda and place Item H after Selectmen Reports.

## III. MINUTES

ON A MOTION by Selectman Neumann, seconded by Selectman King, the Board voted (5-0-0) to approve the minutes of the Regular Meeting of May 3, 2021.

## IV. UNFINISHED OR TABLED BUSINESS

### A. Further Discussion on Feeding of Wildlife (Bears)

The First Selectman noted the Selectmen have a copy of Simsbury's ordinance prohibiting the intentional feeding of wildlife, as well as a draft of an ordinance previously created by the Town that was never discussed. The draft notes a $50 fine can be levied but CGS741 notes a maximum fine of an ordinance is $250.

Town Manager Smith believes an ordinance will help prevent the abuses of intentional feeding reported in the Public Session but won't stop the bears. The ordinance is similar to the Town blight ordinance but he believes a $50 fine is too modest and a fine should be applied for every offense.

Selectman Neumann is in favor of taking action regarding an ordinance against feeding bears. In addition, he also believes it is a State issue and their help is needed to make this truly effective. By joining neighboring towns in creating an ordinance, the State will realize there is an issue.

Selectman King noted it is time for a bear ordinance and Simsbury's ordinance is a little more comprehensive.

Selectman Ohannessian pointed out this is a very specific issue involving two or three individuals and the State has no regulation against the feeding of bears. He is concerned an ordinance would have unintended consequences and questioned whether or not a specific house or street can be targeted. He questioned the tolerance for enforcing an ordinance and whether the Town file a lawsuit after the fines are put in place. He does agree with looking at it as a blight issue.

Selectman Ballard believes intentional and unintentional feeding should be treated separately. He would like to determine if an ordinance against intentional feeding is necessary or if the Town can take someone to court. He would like to prevent unintentional feeding before it happens with measures such as subsidize bear barrels; secure dumpsters; track and measure the effectiveness of ordinances; get data from DEEP; inquire what we can be done about intentional feeders.

First Selectman Kuhnly noted that common sense cannot be regulated and banning of bird feeders may not result in much of a change. He feels there needs to be something in place that targets the intentional feeding of bears. There are too many bears and the State needs to control the population. He would like to look at the ordinance regarding blight as an avenue to dealing with this issue.

K. Severance, Director of Public Works, noted DPW has sold all but four of the bear barrels and the price has gone up. A regular trash barrel costs between $50 and $60, while the bear barrels cost approximately $280. The cost for a bear barrel would be the difference between the two.

Selectman Ohannessian noted if an ordinance is passed, he would like to have a sunset provision that would allow the Town to take an individual to court quickly. Whatever is put in place needs to work for those people that this issue directly affects.

The Town Manager will consult with the Town Attorney before the next meeting.

The public was given the opportunity to address the Board after the discussion.

Mr. Milne is in agreement with a fine for violating the ordinance as well as including the Town Attorney fees and enforcement costs.

Audrey Lampert noted the issue we are trying to address is the habituation of bears. She noted a State bear hunt reduces the bear population and changes behavior overall. She believes the data of whether or not ordinances work is available.

Eric Meyers, 22 Barn Door Hills Road – Mr. Myers noted regulations are being put in place for the actions of a few and that doesn't work. He believes a State ordinance to ban bear feeding that is controlled by the State would be more effective than going with a town-by-town ordinance.

Mr. Rubin is in favor of putting something in place. Doing nothing lets offenders know their behavior is acceptable. He doubts we would be able to get something passed on the State level.

Elizabeth Hardersen noted Hartland used a zoning law that was able to put the bear baiter out of business and he is no longer in town.

Valerie Eastwood pointed out her family has been harmed financially and their property value has decreased. She is in agreement with an ordinance limiting the time when bird feeders can be out and asked the Board to consider an ordinance as a public safety issue.

Sarah Ryan noted Northampton has had a wildlife feeding ordinance since 2012 that allows for bird feeding and has specific language within the ordinance which is different from Simsbury's. In addition, it provides people a period of time to correct their behavior before the fines are imposed. She thought it might be a good reference and they may have some data since it's been place for a while.

Mr. Bunz believes action needs to be taken when there is a significant issue. There hasn't been a clear solution presented that would do a better job than an ordinance. It is time to do something.

Ms. Bunz noted her children are afraid to go outside of their own home. She would like to see both sides work together.

## V. BUSINESS

### A. Resignations and Appointments to be Considered

No resignations or appointments were reported. It was noted there is still one Republican vacancy on the Conservation Commission.

### B. Consideration of Proposals for Connecticut Neighborhood Assistance Act Tax Credit

ON A MOTION by Selectman Ohannessian, seconded by Selectman King, the Board voted (5-0-0) to accept to approve the application received at the Public Hearing held earlier this evening.

### C. Consideration Of Approval for Alcohol at Park House for a Private Party

The Town Manager reported the Director of Recreation and Leisure Services has received a request to hold a 70th family birthday party at the Park House and the

regulation requires a motion from the board to vote to approve the use of alcohol at the park on July 16, 2021.

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted (5-0-0) to approve the use of the Park House for hosting an event at the Park House on July 16, 2021 and the dispensing of alcohol at this event as identified.

**D. Consideration of Capital Equipment Loan**

The Town Manager noted each year the budget includes funds for Capital equipment purchases and lease purchases of equipment. Inquiries are made to various banks when a loan is needed. Liberty Bank offered an interest rate of 2.6% for a four and one-half year loan agreement and Westfield Bank offered an interest rate of 1.75% for the same time period.

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted (5-0-0) to approve the motion as written.

**WHEREAS**, the Town of Granby has entered or is entering into Equipment Lease/Purchase Agreements ("Promissory Note") and Loan Agreements in an amount up to $683,000 for four and one-half years and $91,000 for two years with the Westfield Bank;

**NOW THEREFORE BE IT RESOLVED**, that these Agreements are hereby approved, and that the action of the official of the Town of Granby in signing these Agreements on behalf of it be, and is hereby, ratified, confirmed, and approved; and

**BE IT FURTHER RESOLVED**, that the Town Manager of the Town of Granby, be, and is hereby authorized, empowered, and directed to sign on its behalf the Agreements and any addenda, schedules, notes, loans and security agreement, UCC financing statements, disbursement authorization, or other instruments issued under the provisions of the Agreement, and any other instruments or documents which may be necessary or expedient in connection with agreements upon or in fulfillment of the provisions of the Agreements.

**E. Consideration of Connecticut Department of Transportation Grant Award**

The Town Manager explained the Department of Transportation provides the Town with a grant for senior transportation and the grant requires a 50% match, which is provided in the current budget for Senior Van Services. The grant has been awarded since FY2006-07 and is $28,641 for each year, matched by 50% from the current budget.

ON A MOTION by Selectman Neumann, seconded by Selectman King, the board voted to approve the State of CT Department of Transportation Grant Award for $28,641.

**F. Consideration of Transfer to Suspense**

Each year the Town requests the transfer of certain unattainable tax money to Suspense for accounting purposes. After making several attempts to procure the

money, most of which is motor vehicle tax from individuals who have moved out of state, the total amount reported by the Tax Collector is moved to Suspense.

ON A MOTION by Selectman King, seconded by Selectman Ohannessian, the Board voted (5-0-0) to transfer $26,677.87 from the suspense pending list to the Suspense Tax Book.

**G. Consideration of Election Grants Budget Amendment**

The Town received monies from the State for additional expenses related to the election which were not budgeted in FY2020-21.

ON A MOTION by Selectman King, seconded by Selectman Ohannessian, the Board of Selectmen voted (5-0-0) to approve increases of the following accounts in the General Fund Budget: Miscellaneous Revenue by $11,670; Payroll Temp/PT - Town Clerk Operations by $4,670; Elections - Town Clerk Operations by $2,465.37; Postage - Town Clerk Operations by $1,000; Payroll-Temp/PT in Election Services by $2,800; and Polling Place Activity - Election Services by $734.63; and forwards this request to the Board of Finance to approve.

## VI. TOWN MANAGER REPORTS

**A. Budget Operations**

Town Manager Smith reported there are no issues of concern and tax collections are steady. K. Cheng noted the Town received the last 50% of the ECS (Education Cost Sharing) money in April.

## VII. FIRST SELECTMAN REPORTS (B. Scott Kuhnly)

Selectman Kuhnly announced the Memorial Day parade will be held on May 31st. Masks and social distancing are requested. Those who are participating in the parade are to meet in Geissler's parking lot at 9:30 a.m. and the parade kicks off at 10:00 a.m. sharp. The Selectmen will march, James Hall will provide welcoming remarks, Dr. Jordan Grossman is the speaker, Dr. Kalvin Jones will provide the invocation and Maurice J. Brassard is the Honorary Marshal.

## VIII. SELECTMEN REPORTS (Sally King, Vice Chairman; Glenn Ballard, Mark Neumann, Edward Ohannessian and John Bell, Student Liaison)

Selectman Ballard inquired about an update on Goman and York regarding Kearns. Town Manager Smith noted he had a quick conversation with them and there is an interested party. More information will be available at a later date.

Selectman Ballard also asked if there was an update regarding the search for a new Town Manager. The Town Manager noted K. Kielbasa was provided with a draft of the information regarding the search process.

John Bell reported today was the last day for AP testing make-ups. Next Monday, June 5th, 8th and 11th graders will take State exams for science. By the next BOS meeting on June 7th, there will only be two or three days left of school.

## IX. ADJOURNMENT

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to recess the meeting to Executive Session at 8:45 p.m.

**CLOSED SESSION**

First Selectman Kuhnly called the Executive Session of the Board of Selectman to order at 8:55 p.m.

**PRESENT: B. Scott Kuhnly, Glenn Ballard, Sally King, Mark Neumman and Ed Ohannessian; Town Manager William F. Smith, Jr., Director of Finance Kimi Cheng**

The purpose of the Executive Session was to discuss personnel matters.

First Selectman Kuhnly closed Executive Session at 8:59 p.m.

ON A MOTION BY Selectman King, seconded by Selectman Neumann, the Board voted (5-0-0) to ratify the GMEA contract,

ON A MOTION BY Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to adjourn the meeting at 9:00 p.m.

Respectfully submitted,

William F. Smith Jr.
Town Manager

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith Jr., Town Manager

**REGARDING:** **IV. UNFINISHED OR TABLED BUSINESS – ITEM A**
Further Discussion on Feeding of Wildlife (Bears)

As follow-up to the feeding of wildlife (bears), I spoke with Town Attorney Roberts. Regarding the Town taking civil action, it was indicated that the town may take such action. However, it may be costly and time consuming. The same holds true if the Town was to be party with another taking such action. As such, it appears that an ordinance may better serve the issue. Whether or not the Town's Blight Ordinance can be used or have it modified to include such feeding was also discussed. It was suggested that it would be better to have a separate ordinance.

As the Board is aware, there has been a good deal of residential concern on this issue, especially since the recent accident on Mountain Road. Police Chief Rosensweig looked into the Breach of the Peace statute (Sec. 53a-181.) and the Reckless Endangerment statutes (Sec.53a-63 and 53a-64.) These may apply under certain circumstances.

In view of the issue and concerns, I have asked Attorney Roberts to attend the Board Meeting. He plans to attend for Item II Public Session and can discuss the issue during Unfinished Business Item A.

The Board of Selectman for the Town of Granby passed the following resolution at the

**June 8, 2021**

Board of Selectman Meeting

**RESOLUTION FOR BOARD OF EDUCATION GRANT APPLICATION FOR PHASE 1: ALTERATIONS AT GRANBY MEMORIAL HIGH SCHOOL THAT INCLUDES THE CONSTRUCTION OF A KITCHEN AND RECONFIGURATION OF THE CAFETERIA, CHORAL AND INSTRUMENT AREAS AND THE ROOF AT GRANBY MEMORIAL HIGH SCHOOL**

(1) **RESOLVED**, that the ***Town of Granby Board of Selectman*** authorizes the ***Granby*** Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant ***for Phase 1: alterations at Granby Memorial High School that includes the construction of a kitchen and reconfiguration of the cafeteria. choral and instrument areas as well as the Granby Memorial High School Roof.***

(2) **RESOLVED**, that the ***School Project Building Committee*** is hereby established as the building committee with regard to ***Phase 1: alterations at Granby Memorial High School that includes the constructions of a kitchen and reconfiguration of the cafeteria, choral and instrument areas as well as the Granby Memorial High School Roof.***

(3) **RESOLVED**, that the ***Town of Granby Board of Selectman*** hereby authorizes at least the preparation of schematic drawings and outline specifications for ***Phase I: alterations at Granby Memorial High School that includes the construction of a kitchen and reconfiguration of the cafeteria, choral and instrument areas as well as the Granby Memorial High School Roof.***

_____

Karen I. Hazen, Town Clerk

_____

Date

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING:** **V. BUSINESS – ITEM B**
Consideration of Affordable Housing Plan Committee

Pursuant to Section 8-30j of Connecticut General Statutes, each municipality in the State of Connecticut is required to prepare and adopt an affordable housing plan for the municipality. Such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality. The Town of Granby does not currently have an adopted plan. We are required to adopt a plan by July 2022. Once adopted, the plan will have to be updated at least once every five years.

The following is the recommended committee charge and member composition for consideration. It should be noted state statute does not specify membership on said committee; the following is staff's recommendation but the exact composition may be determined by the Board.

The following motion is suggested to create the committee:

There is hereby created an Affordable Housing Committee.

**Charge**

The Committee shall prepare an Affordable Housing Plan pursuant to the requirements of Section 8-30j of Connecticut General Statutes. Such plan shall be presented to the Board of Selectmen for review and approval to enable adoption prior to the July 2022 deadline.

The Committee composition shall consist of seven members:

- One (1) representative from the Board of Selectmen
- One (1) representative from the Commission on Aging
- One (1) representative from the Development Commission
- One (1) representative from the Planning & Zoning Commission
- Two (2) additional members from the public

If appropriate, a notice of the approved committee will be posted on the Town website and sent to Town agencies and to the Republican and Democratic Town Committees. The Board of

Selectmen will then make appointments at the next meeting. Following the appointments, the committee will meet.

The Director of Human Services and Director of Community Development shall serve as staff liaisons.

pc: A. Kenyon, Direct of Community Development
S. Yost, Director of Human Services

# TOWN OF GRANBY

## MEMORANDUM

**DATE**: June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING: V. BUSINESS – ITEM C**
Consideration of Solid Waste Fund Additional Appropriation for Bear Resistant Trash Barrels and Recycling Flyer

The following outlines two appropriation requests from the Solid Waste Fund:

**Bear Resistant Trash barrels**: The Town of Granby's current trash program provides a 65-gallon trash barrel to each residence at no cost. These trash barrels are owned by the Town of Granby.

Due to the increasing bear population, residents have issues keeping bears out of their trash barrels. This results in many issues including: litter being strewn along town roads; the Paine's driver having to exit the truck to clean up the trash and straighten the barrel; and bears returning on a regular basis as they become accustomed to a food source.

In 2020, the Town purchased 54 barrels, of which all have been distributed with residents paying a one-time fee of $230 for the barrel. The Department of Public Works (DPW) continues to receive calls requesting the bear resistant barrel and there is currently a waitlist for interested residents.

At this time we are requesting an appropriation of $15,740 to purchase an additional 54 bear resistant barrels. The cost breakdown is as follows:

| | |
|---|---|
| 54 barrels at 235.00 per barrel | $12,690 |
| Freight | 3,050 |
| | $15,740 |

**Recycling Flyer**: Recycling has been an integral part of the Town trash program for many years resulting in lower costs of waste disposal for the Town. A major concern with the recycling program is the level of contamination in the recycling stream. Recently the recycling driver has rejected numerous barrels due to the barrels containing items such as construction materials, yard waste or large metal items. In the past year, the town has had two recycling loads rejected resulting in the load being considered trash and the town being charged for tipping fees.

To help educate the residents and hopefully reduce the amount of contamination, DPW would like to prepare a flyer reiterating the recycling guidelines and include it in the September edition of the Drummer. The cost is as follows:

| | |
|---|---|
| Printing of flyer: | $550 |
| Drummer fees | 375 |
| | $925 |

The Solid Waste Sanitation Fund has sufficient funds to cover this additional appropriation with a balance of $344,585 in Fiscal Year 2020.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for comment. The Board of Finance will then hear this request for comment as well.

**PROPOSED MOTION:** THE BOARD OF SELECTMEN AUTHORIZES AN ADDITIONAL APPROPRIATION OF $16,665.00 FROM SOLID WASTE SANITATION FUND BALANCE TO FUND THE PURCHASE OF 54 BEAR RESISTANT TRASH BARRELS AND PRINTING OF RECYCLING FLYER, AND FORWARDS THIS REQUEST TO THE BOARD OF FINANCE TO APPROVE.

pc: Kimi Cheng, Director of Finance
Kirk Severance, Director of Public Works

WFS/kc

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING:** **V. BUSINESS – ITEM D**
Consideration of Additional Appropriation to Other Post-Employment Benefits Trust Fund for Fiscal Year 2021-2022 Actuarial Determined Contribution

**Background**
The Town Referendum adopted an Annual Budget for the 2021-2022 Fiscal Year on April 26, 2021, as proposed by the Board of Finance. The adopted FY22 budget included a one-time $2,000,000 transfer from the General fund to OPEB Trust Fund for the FY23 to FY26 OPEB Actuarial Determined Contributions and the adopted FY22 budget also included FY21 OPEB Actuarial Determined Contribution of $342,223 in the General Fund Operating Budget.

**Next Steps**
Due to budget limitations, FY22 OPEB Actuarial Determined Contribution was not budgeted in the FY22 Adopted Budget. It was decided that funding would be requested at the end of the year. This memo is to request the funding of $431,000 from the General Fund to OPEB Trust Fund for FY22 OPEB Actuarial Determined Contribution.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for comment. The Board of Finance will then hear this request for comment as well.

**PROPOSED MOTION:** THE BOARD OF SELECTMEN AUTHORIZES AN ADDITIONAL APPROPRIATION OF $431,000.00 FROM GENERAL FUND BALANCE TO FUND FISCAL YEAR 2021-2022 OPEB ACTUARIAL DETERMINED CONTRIBUTION AND FORWARDS THIS REQUEST TO THE BOARD OF FINANCE TO APPROVE.

pc: Kimi Cheng, Director of Finance

WFS/kc

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING:** **V. BUSINESS – ITEM E**
Consideration of Budget Amendment for Contribution to Dog Fund

**Background**
At the end of June 30, 2020, the Fund Balance for the Dog Fund was $374.00 in the red. Thus, our office recommended increasing the Contribution to Dog Fund to $15,000 in the FY22 proposed budget. However, due to budget limitations it was decided during the budget workshops a transfer would be requested at year end.

This memo requests the reallocation of $7,500 from the Worker's Compensation line item in Insurance Department to the Contribution to Dog Fund line item in Police Operations & Communications Department.

Pursuant to section 10-6(e) of the Granby Town Charter, I am forwarding the request to you for comment. The Board of Finance will then hear this request for comment as well.

**PROPOSED MOTION:** THE BOARD OF SELECTMEN APPROVES INCREASES OF WORKER'S COMPENSATION LINE ITEM IN INSURANCE DEPARTMENT AND CONTRIBUTION TO DOG FUND LINE ITEM IN POLICE OPERATIONS & COMMUNICATIONS DEPARTMENT BY $7,500.00 AND FORWARDS THIS REQUEST TO THE BOARD OF FINANCE TO APPROVE.

pc: Kimi Cheng, Director of Finance

WFS/kc

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING:** **V. BUSINESS – ITEM F**
Consideration of Communications Fund Additional Appropriation for Upgrade to Communications System

**Background**
The Radio Communication Committee has met several times to consider proposals presented for upgrading the Town's communications systems (Fire, Police, Ambulance, Public Works, and School). The Committee recommended the study be given to MARCUS Communications. Their proposal will provide complete reviews and specifications for all our agencies, along with an analysis concerning a regional approach for our agencies. Once their study is complete, the bid proposals will be generated. The timetable for this activity is estimated between 60 and 90 days. It is estimated the service fees to be $25,000.

This memo requests the additional appropriation of $25,000 from the Communications Fund Balance. As of June 30, 2020, the audited fund balance for the Communications Fund was $174,378.00.

Pursuant to section 10-6(3) of the Granby Town Charter, I am forwarding this request to you for approval. The Board of Finance will then hear this request as well.

**PROPOSED MOTION:** THE BOARD OF SELECTMEN AUTHORIZES AN ADDITIONAL APPROPRIATION OF $25,000.00 FROM COMMUNICATIONS FUND BALANCE TO FUND THE SERVICE FEES FOR UPGRADE TO COMMUNICATIONS SYSTEM, AND FORWARDS THIS REQUEST TO THE BOARD OF FINANCE TO APPROVE.

pc: Kimi Cheng, Director of Finance

WFS/kk/kc

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Water Pollution Control Authority

**FROM:** William F. Smith, Jr., Town Manager

**REGARDING: V. BUSINESS – ITEM G**
Consideration of Sewer Allocation for Development at 2 and 3 Murtha's Way

**Background**

In 2017, the Planning and Zoning Commission approved a multi-family development consisting of 130 apartment units and 50 single family homes at 2 and 3 Murtha's Way. Following the Commission's approval, the Granby Water Pollution Control Authority approved a sewer allocation of 31,290 gallons per day for the development.

An application was recently submitted to the Planning and Zoning Commission seeking to modify the approval. Specifically, the developer applied to the Commission to convert some of the single family homes to duplexes. The development as modified would consist of 130 apartment units, 19 single family homes, and 56 duplex units, for a total of 205 housing units. The Commission approved the application at their meeting on April 27, 2021.

Now that the development has been approved by the Planning and Zoning Commission, the sewer allocation request is presented before the Water Pollution Control Authority for approval. Specifically, the developer has requested an increase of 3,290 gallons per day, for a total allocation of 34,580 gallons per day for the development. Under our agreement with the Town of Simsbury, the Town of Granby currently has 380,000 gallons per day available; 257,145 gallons per day have been allocated so far. If this allocation is approved, 119,565 gallons per day would remain. This would still allow for future connections along the sewer line for commercial, industrial, and residential developments.

The Town Engineer has reviewed the request and determined the allocation requested is sufficient for the development and furthermore, there is capacity to accommodate the request.

**Next Steps**

If the Water Pollution Control Authority is in agreement, approval of the sewer allocation for the development at 2 and 3 Murtha's Way is requested.

pc: A. Kenyon, Director of Community Development

# TOWN OF GRANBY

## MEMORANDUM

**DATE:** June 8, 2021

**TO:** Board of Selectmen

**FROM:** William F. Smith Jr., Town Manager

**REGARDING: V. BUSINESS – ITEM H**
Consideration of Personnel Matters **(Items Deemed Appropriate for EXECUTIVE SESSION)**

The town has reached a tentative agreement with United Public Service Employees Union (UPSEU) – Granby Department of Public Works, Local 424, Unit 49. The Board should meet in **closed session** to review the proposed agreements. The agreement should then be VOTED upon after the closed session and upon reconvening in regular session.

Enclosure

pc: Kimi Cheng, Director of Finance

WFS/kc