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Passcode: 442224

TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, JUNE 20, 2022
TOWN HALL MEETING ROOM
7:00 P.M.
AGENDA

I. PLEDGE OF ALLEGIANCE

II. PUBLIC SESSION

III. MINUTES

A. Approval of Public Hearing Minutes – June 6, 2022
B. Approval of Regular Meeting Minutes – June 6, 2022

IV. APPOINTMENTS

• Lower Farmington River and Salmon Brook Wild and Scenic Committee – Alternate (Fred Jones)
• Conservation Commission (Greg Dion)
• Inland Wetlands and Watercourses Commission (Jason LaChance)

V. OLD BUSINESS

A. IBAC Update – see business
B. Strategic Plan Update- see business

VI. BUSINESS

A. To Consider and Act on the FY23 Town Manager Priorities
B. To Consider and Act on the IBAC Recommendations for the Use of ARPA Funds
C. To Consider and Act on the Next Steps in the Strategic Planning Process
D. Solicitation of Interest to Serve on Charter Revision Commission
E. To Authorize the Town Manager to Award and Execute a Contract for Municipal Solid Waste and Acceptable Recyclables Disposal to F&G Recycling, LLC, Enfield, CT Effective July 1, 2022
F. To Set a Public Hearing on August 1, 2022, at 7:00 pm, Concerning Changes to Chapter 144, Solid Waste

VII. TOWN MANAGER REPORT

See Attached

VIII. FIRST SELECTMAN REPORT (Mark Fiorentino)

IX. SELECTMAN REPORTS
   (Sally S. King, Frederick A. Moffa, Mark C. Neumann, Kelly O. Rome)

X. EXECUTIVE SESSION

XI. ADJOURNMENT

The Next Regular Meeting is Scheduled for August 1, 2022
WELCOME

By Charter, the Granby Board of Selectmen (BOS) serves Granby as the town's Legislative Body. It is composed of five members elected every two years by the registered voters of the Town of Granby.

The BOS meets on the first and third Monday of each month at 7:00 p.m. in the Town Hall Meeting Room. All meeting notices are posted in the Town Clerk's office in the Town Hall. ALL MEETINGS ARE OPEN TO THE PUBLIC. An agenda is prepared prior to the posting of the meeting. If you would like to propose an item for the agenda, please speak with the Town Manager at least one week prior to the meeting.

We encourage your involvement in town government. The Public Session section of the order of business shall be that portion of the regular Board meeting during which electors of the Town of Granby may address the Board for no more than five (5) minutes each regarding any matter not otherwise subject to Public Hearing. Further remarks or questions by the public may be allowed at the discretion of the chair. Each person speaking must give name and address and shall speak only once on the subject being addressed.

The originator of a communication or spokesman for any group whose petition or communication is included on the agenda shall be given the privilege of addressing the Board of Selectmen on the subject of the petition or communication for a period of not more than ten (10) minutes.

Each speaker is allowed one comment on an issue until all others have been heard. Please wait to be recognized by the First Selectman before speaking. Interrupting the Board or discussion of personnel issues is not permitted. Comment on issues not listed on the agenda may be made during the public session.

Citizens of Granby are also encouraged to become active in town government. Please feel free to contact a Board of Selectmen member or Erica P. Robertson, Town Manager, to discuss ways in which you can support the Town of Granby.

TELEPHONE - (860) 844-5300

www.granby-ct.gov BOARD OF SELECTMEN

Mark H. Fiorentino, First Selectman
Sally S. King
Frederick A. Moffa
Mark C. Neumann
Kelly O. Rome

TOWN MANAGER
Erica P. Robertson
The Public Hearing of the Board of Selectmen was called to order by First Selectman Mark Fiorentino at 6:45 p.m.

PRESENT:  Mark Fiorentino, First Selectman; Sally King, Vice Chairman; Frederick Moffa, Mark Neumann, Kelly Rome; John Bell, Student Liaison; Erica Robertson, Town Manager via Zoom

First Selectman Mark Fiorentino opened the public hearing at 6:45 p.m. and noted the purpose of the hearing is to receive public comment regarding the approval of proposals for the Connecticut Neighborhood Assistance Act Tax Credit Program. He then read the notice of the Public Hearing and noted in the future, he would like to see this program utilized more. Local businesses who make donations to non-profits in Granby receive a tax credit.

No written communications were received.

The individuals who submitted applications were asked to come forward to provide information on their applications.

Susan and Bill Regan, Hungary Road, noted they began an equine instructional program in 2016 called Foxfield FARM. The program serves veterans and first responders with PTSD. Participants have seen benefits from the program such as better relationships with family members, obtaining jobs and getting their life back on track. In addition, the program also involves the rescue and rehabilitation of retired horses.

Jenny Emery, 171 Loomis Street, stated she serves as the volunteer Executive Director of Holcomb Farm. The Friends of Holcomb Farm is a non-profit that has a contractual agreement with the Town and they are stewards of the property. They maintain the trails, operate the farm, and lease the farmhouse. She explained they are submitting three applications. This is the first time they are taking advantage of the program and explained businesses will receive a 100% tax credit for donations regarding energy efficiency grants. The first application is for energy efficient upgrades to the farmhouse. The second grant is for solar panels on the roof of the CSA barn and the third is for a variety of improvements to the greenhouses, which is also considered an energy efficient upgrade. The three grants total $135,000.

First Selectman Mark Fiorentino closed the Public Hearing at 6:59 p.m.

Respectfully submitted,

[Signature]
Erica P. Robertson
Town Manager
PRESENT:  Mark Fiorentino, First Selectman; Sally King, Vice-Chairman; Frederick Moffa, Mark Neumann, Kelly Rome; Erica Robertson, Town Manager via Zoom; John Bell, Student Liaison

First Selectman Mark Fiorentino called the regular meeting of the Board of Selectmen to order at 7:00 p.m.

I.  PLEDGE OF ALLEGIANCE

First Selectman Mark Fiorentino noted Town Manager Erica Robertson and Kimi Cheng, Director of Finance, are at a conference regarding municipal budgets and planning. E. Robertson will join the meeting via Zoom. In addition, Student Liaison John Bell is graduating and this is his last meeting with the Board. M. Fiorentino presented John with a proclamation and some gifts.

J. Bell provided the following report, the Boys’ Tennis team won the State Championship on Saturday. All the spring sports have ended and graduation will be held on Thursday. Senior awards were presented two weeks ago and the eighth grade moving up ceremony will be held tomorrow. John was dismissed to attend Senior Sunset.

I.  PUBLIC SESSION

First Selectman Fiorentino noted this is the time for individuals to speak on any items on the agenda. He noted the revisions to the Affordable Housing Plan were posted in the packet and asked anyone wishing to speak on the plan direct their comments to the revisions.

Maureen Eberly, 37 Silkey Road – Ms. Eberly thanked the First Selectman for providing the public the opportunity to speak and provide input on the Affordable Housing Plan. She would like to postpone the presentation of the document to make some changes, such as impact studies, as well as safety, fiscal, environmental and educational studies. She suggested looking into what the Town currently has for affordable housing, eliminating recommendation five (partnerships with developers and the creation of trusts); and felt residents should have been allowed more of a presence from the beginning of the process. Moving forward she would like to see the formation of a committee since the document needs to be reviewed in five years. She inquired where the document is forwarded once it is approved. Selectmen Fiorentino noted he would get that information.

Reinhard Maier, 13B Day Street – Mr. Maier spoke on the Affordable Housing Plan in relation to finance. The first thing to consider should be cost, such as where is funding coming from and what are the benefits? Since there will be an increase to residents related
to the increase in services such as police, education, and sewer usage, he would like to know what the cost will be before proceeding.

Mark Garlasco, 23 Granby Farms Road – Mr. Garlasco believes the plan is currently non-committal and feels some detail planning is needed. He noted it is difficult to do much more without a strategic plan in place and surveys should be considered to get additional input.

Robert Flanigan, 24 Woodcliff Drive – Mr. Flanigan stated minutes from a meeting in 2017 noted The Grand would include 10% affordable housing. He believes Abby Kenyon and Erica Robertson should not be commenting on that since they were not here at the time. He would like to know what Granby has for affordable housing and would have liked to know prior to this point. In addition, he would like to know what the cost will be going forward considering the needed infrastructure, public water and sewer, etc.

At this time, First Selectman Fiorentino addressed Mr. Flanigan’s comment regarding The Grand and reported it was explained at the last meeting. The Grand was required to set aside 10% of their units as affordable. The Town used a median income based on Granby’s income. The Grand is complying with their requirement regarding affordable housing but it does not help us as the income requirement for the State is different from the Town’s. The Grand provides the Town with a quarterly report on the units that are set aside.

John Morrone, 15 Maple Hill Drive – Mr. Morrone inquired where Mr. Fiorentino received the information regarding The Grand’s affordable housing units and who he spoke to. Mr. Fiorentino noted Abby Kenyon provided the information at the last Board meeting. Mr. Morrone also inquired about the income number for Granby to qualify for affordable housing and Selectman Moffa read the information from the revised plan. Mr. Morrone then asked about Granby’s boost and maximum rental for affordable housing. Mr. Fiorentino noted he would have the information regarding the rental numbers by the next meeting but it may take longer to get the information regarding the boost.

First Selectman Fiorentino responded to Ms. Eberly’s earlier question, stating the final Affordable Housing Plan will be forwarded to the State Office of Policy & Management (OPM).

Glenn Ballard, 289 North Granby Road – Mr. Ballard noted he believes the “boost” Mr. Morrone was referencing is related to HUD. He stated he would like a timeline and responsible party assigned for matters in the revised plan that were noted as “items worthy of future study.” He also felt the committee should continue to work on these matters. In addition, he would like a goal setting study as well as an addendum of the plan noting which items need further study provided to the State.

II. MINUTES

**ON A MOTION** by Selectman Neumann, seconded by Selectman Rome, the Board voted unanimously (5-0-0) to approve the Public Hearing minutes of May 16, 2022 as presented.

Selectman Neumann made a motion to approve the Regular Meeting minutes of May 16, 2022.
Selectman Rome noted Section B states she “stated the Town has not been charging for the second recycle barrel as they were making money.” For clarification purposes, the end of the sentence should note they were making money “on recycling.”

Selectman King noted on page 5, the first sentence in the second paragraph from the bottom, the word ‘surrounded’ should be changed to ‘directed to the proposed apartment project’.

Selectman Neumann moved that his motion be amended to include the two changes made to the Regular Meeting minutes of May 16, 2022, seconded by Selectman Rome, the Board voted unanimously (5-0-0) to approve the minutes as corrected.

III. APPOINTMENTS

There are three vacancies and no appointments have been recommended. The First Selectman inquired if anyone in the audience was interested. Kathleen Garlasco stated she would be interested in serving on any of the three boards.

IV. OLD BUSINESS

A. IBAC Update

The Intra-Board Advisory Committee held a public work session last week to take comments/suggestions on the draft list. The committee met again shortly after to prioritize the list based on the recommendations. At the June 20th Board of Selectmen Meeting, the recommendation will be to divide the list into three phases. The first phase will be the top eight or nine projects. If approved by the Board, staff will be directed to begin scoping the projects to refine the numbers. It was noted they are not authorized to spend any money. Phase II projects will then be considered if possible. Phase III projects may never be considered due to constraints.

B. Strategic Plan Update

An item will be on the June 20th agenda to discuss the steps in the Strategic Plan process. The Board will not meet in July unless something comes up. The meetings in August will be divided and there will be a public session at each regarding the plan. The boards and commissions will attend one of the two meetings for a discussion with the Board of Selectmen regarding their goals. Prior to the meeting, a dedicated email will be available for the general public to provide their comments.

V. BUSINESS

A. Consideration of Proposals for Connecticut Neighborhood Assistance Tax Credit

ON A MOTION by Selectman Neumann, seconded by Selectmen Rome, the board voted unanimously (5-0-0) to approve the four program proposals received for the Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and directed staff to complete the application process on or before July 1, 2022.

B. Consideration of Sewer Allocation for 18 Mill Pond Drive
First Selectman Fiorentino inquired how the allocation compares to what was originally set and is it above or below what was anticipated. It was noted there is an explanation in the Town Manager’s report.

**ON A MOTION** By Selectman King, seconded by Selectmen Moffa, the Board voted unanimously (5-0-0) to adjourn as the Board of Selectmen and reconvene as the Granby Water Pollution Control Authority.

**ON A MOTION** By Selectman King, seconded by Selectman, the Board voted unanimously (5-0-0) to approve a sewer allocation of 480 gallons per day for 18 Mill Pond Drive.

**ON A MOTION** By Selectman King, seconded by Selectman Rome, the Board voted unanimously (5-0-0) to reconvene as the Board of Selectmen.

**C. Consideration of Transfers to Suspense**

First Selectman Fiorentino noted the memo provides a great deal of information explaining the Transfers to Suspense. There were no questions from the Board.

**ON A MOTION** by Selectman Moffa, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to approve the attached list of accounts to the Transfers to Suspense List.

**D. Consideration of Approval of Affordable Housing Plan**

First Selectman Fiorentino thanked everyone who participated in the process and who spoke at the Public Session. He noted the revisions in the plan directly reflect some of the comments that were heard. The Board reviewed the revised copy of the plan with the changes highlighted in yellow. The following comments/revisions were made to the plan. Some additional changes included:

- Page 1: Challenges/Constraints – End of first sentence: …” reduces the development of potential for affordable housing.”
- Page 20: Second paragraph, third sentence add “approximately’ before 260,400 gallons per day.
- Page 21, It was noted the change highlighted in yellow clarifies the issues with public transit.
- Page 9 – Last sentence: … and are not included in the ACS data on the following page.”
- Page 23, Objectives and Recommendations, Selectman Rome suggested adding a sentence noting, “Prior to October 1, 2022 the Board of Selectmen and Planning and Zoning Commission will hold a joint meeting to assign responsibility for developing actions steps and timelines for each objective and strategy identified in this plan.” This sentence will be added to the end of the plan as “next steps” before the references.
- Page 24, footnote deleted as it is no longer timely.
• Page 25, due to comments that were heard, language regarding financial incentives for developers, etc. was struck from the document. In addition, regarding single-family housing, the ability to consider smaller lot sizes remained in the document.
• Page 26, a sentence was added to make it clear the capacity of the sewer and water will be examined.
• No changes were suggested to #5 on Page 26, as it is very narrow and only refers to Town property.
• Last sentence on page 26 will note certain things will be studied further before any action steps are taken.

ON A MOTION By Selectman Neumann, seconded by Selectman Moffa, the Board of Selectmen voted unanimously (5-0-0) to adopt the Affordable Housing Plan in accordance with Connecticut General Statute 8-30j as written by the Affordable Housing Plan Committee and approved by the Board of Selectmen as written tonight.

E. Consideration of MIRA Opt-Out

The Board was concerned with the tight timeline that could leave the Town without a replacement. E. Robertson noted that MIRA is closing and may be non-existent in six months. A recommendation was made to opt out of MIRA and a recommendation for a new vendor will be provided at the June 20th Board meeting.

ON A MOTION By Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to opt out of the Town of Granby’s Tier 1 Long-Term Municipal Solid Waste Management Agreement (MSA) with MIRA, effective June 30, 2022, and;

Direct the Town Manager to conduct a procurement process to secure a contract with a refuse and recycling disposal site, effective July 1, 2022, and;

Direct the Town Manager to develop a recommended amendment to Chapter 144, “Solid Waste” to update the ordinance to current circumstances.

VI. TOWN MANAGER REPORT

First Selectman Fiorentino thanked the Town Manager for her detailed written report. E. Robertson noted since the report was written, Kristine Vincent was notified she received a Summer Camp Grant of $63,000 to enhance the summer camp program.

VII. FIRST SELECTMAN REPORT (Mark Fiorentino)

M. Fiorentino reported the Friends of the Wild Meadow held their first planting on Saturday. He also reported the Board of Selectmen’s Open House will be held on June 13th. There will be one session in the morning and one in the evening.

The Board’s meeting on June 20th will be busy. He asked the Town Manager to add the Charter Revision to the agenda, as well as her priorities for next year.
VIII. SELECTMEN REPORTS

None were given.

IX. EXECUTIVE SESSION

None.

X. ADJOURNMENT

ON A MOTION by Selectman King, seconded by Selectman Rome, the Board voted (5-0-0) to adjourn the meeting at 8:28 p.m.

Respectfully submitted,

[Signature]

Erica P. Robertson
Town Manager
TOWN OF GRANBY

MEMORANDUM

TO:    Board of Selectmen

FROM:  Erica Robertson, Town Manager

REGARDING: IV. - Appointments

The following position are open. The name in parenthesis is the last person to hold the position. When appointments are ready to be made, the following motions are recommended:

That _________ be appointed to the Lower Farmington River and Salmon Brook Wild & Scenic Management Plan (LFSWS) as an alternate for an indefinite term. (Fred Jones)

That _________ be appointed to the Conservation Commission for the balance of a four-year term beginning immediately and ending January 13, 2025. (Greg Dion)

That _________ be appointed to the IWWC for the balance of a four-year term beginning immediately and ending January 8, 2024. (Jason LaChance)
MEMORANDUM

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: VI. BUSINESS - ITEM A
Town Manager Priorities FY 23

I started my role as Granby’s Town Manager nine months ago. The last nine months have been a time for me to experience the Granby culture, budget process and day-to-day operations. As we approach the start of a new fiscal year, I share with you my priorities for FY 23. I look forward to discussion on these priorities and any others you might have.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Increase and enhance the Town’s communication tools both for the Granby community and public safety employees and volunteers.</td>
<td>Communication</td>
</tr>
<tr>
<td>2 Move the Radio Communications project forward</td>
<td>Communication</td>
</tr>
<tr>
<td>3 Conduct negotiations for successor collective bargaining agreements with:</td>
<td>Human Resources/Labor Relations</td>
</tr>
<tr>
<td>- UPSEU Local 424 - Unit 49 Granby DPW</td>
<td></td>
</tr>
<tr>
<td>- UPSEU Local 424 - Unit 56 Granby Public Safety Dispatchers</td>
<td></td>
</tr>
<tr>
<td>4 Prepare and submit the FY 24 operating and capital budget in accordance with Charter timeline requirements.</td>
<td>Financial</td>
</tr>
<tr>
<td>5 Implement adjustments to the budget document and other written materials to better communicate information and enhance the public’s understanding of the budget.</td>
<td>Communication</td>
</tr>
<tr>
<td>6 Coordinate and implement the Town’s capital program including projects funded by ARPA. Establish a 5-year Capital Planning document that reflects the capital needs of the Town of Granby.</td>
<td>Financial / Communication</td>
</tr>
</tbody>
</table>

PROPOSED MOTION
To approve the Town Manager’s priorities for FY 23.
MEMORANDUM

TO: Board of Selectmen
FROM: Erica P. Robertson, Town Manager
REGARDING: VI. BUSINESS - ITEM B
To Consider and Act on the IBAC recommendations for the use of ARPA Funds

BACKGROUND
At the January 18, 2022 Board of Selectmen meeting, a modified Intra-Board Advisory Committee (IBAC) was established. In the past, IBAC was charged with researching matters of common interest in attempt to promote efficiencies by having the Board of Selectmen (BOS) and Board of Education (BOE) working together. The newly charged committee has a broader assignment. IBAC will examine topics of importance for the Town of Granby, as determined by the First Selectman. The American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (Federal Stimulus Monies) received by the Town of Granby will be the first topic to examine.

The first IBAC meeting was held on January 26, 2022 in the Town Hall Meeting Room. The committee also met on February 23, March 16, April 27, May 4, and May 23. The committee established criteria to evaluate project proposals and reviewed project proposals during their meetings.

There are four eligible uses for the funds:

1. To respond to a public health emergency and its negative economic impacts.
2. To provide premium pay for essential workers.
3. To provide government services to the extent of revenue lost due to COVID-19.
4. To make necessary investments in water, sewer, or broad-band infrastructure

ARPA funds may not be spent for the following purposes:

1. Match funds for other federal grants.
2. Pay down unfunded pension liabilities.
3. Pay down interest or principal on outstanding debt.
4. Pay legal settlements.
5. Premium pay for telework.
6. Contributions to “rainy day” funds.
7. Anything that violates the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.
<table>
<thead>
<tr>
<th></th>
<th>Project</th>
<th>Description</th>
<th>Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>GMHS HVAC</td>
<td>Music, Commons, Votech</td>
<td>$ 700,000</td>
</tr>
<tr>
<td>2</td>
<td>Town Technology infrastructure and equipment upgrades</td>
<td>Network Switches, Routers, Firewalls, redundancy equipment, PC's, WiFI access points, data cabling, Software packages and equipment to provide more efficient and effective services including remote services</td>
<td>$ 525,000</td>
</tr>
<tr>
<td>3</td>
<td>Town Hall Campus HVAC</td>
<td>Upgrade heating/cooling systems. Modernize electronic components and building automation system to gain efficiency. Includes design work from mechanical engineering firm.</td>
<td>$ 400,000</td>
</tr>
<tr>
<td>4</td>
<td>Library Renovations</td>
<td>Address indoor air quality, productivity needs and energy efficiency in a building that has not had significant upgrades in over two decades. Provide post pandemic library services with better ability to clean surfaces, enhance air flow and ventilation for patrons and staff, and upgrade to reduce the appearance of a &quot;dirty&quot; library with worn and aging FFE.</td>
<td>$ 353,000</td>
</tr>
<tr>
<td>5</td>
<td>Wells Rd HVAC</td>
<td>Add HVAC in old section of the school that currently has no circulation</td>
<td>$ 325,000</td>
</tr>
<tr>
<td>6</td>
<td>Project Support</td>
<td>Assistance with project development and implementation and a small reserve</td>
<td>$ 175,000</td>
</tr>
<tr>
<td>7</td>
<td>Police CAD/RMS System</td>
<td>Replacement computer aided dispatch and records management system</td>
<td>$ 165,000</td>
</tr>
<tr>
<td>8</td>
<td>Communications Upgrades</td>
<td>Enhance the Town's ability to stream and record public meetings in multiple locations. Streamline infrastructure required to broadcast public meetings. Review and enhance communication tools such as the Town of Granby website.</td>
<td>$ 100,000</td>
</tr>
<tr>
<td>9</td>
<td>Support to Health District</td>
<td>Allocate funds to assist the Farmington Valley Health District perform essential public health functions as our regional health department. Funds will be used for staff training, IT infrastructure upgrades, a district vehicle, communication enhancements and community and mental health coordination for the district.</td>
<td>$ 45,000</td>
</tr>
<tr>
<td>10</td>
<td>AXON Fleet Cruiser cameras</td>
<td>This would replace our aging Watch Guard dash cams. They would integrate with our newly purchased body cameras.</td>
<td>$ 42,000</td>
</tr>
<tr>
<td>11</td>
<td>Kearnes</td>
<td>Explore and implement projects to allow for limited portions of the building to be open for public use.</td>
<td>$ 500,000</td>
</tr>
<tr>
<td>12</td>
<td>Apparatus</td>
<td>Ambulance fully equipped and outfitted</td>
<td>$ 240,000</td>
</tr>
<tr>
<td>13</td>
<td>Town Hall Interior Upgrades</td>
<td>Address indoor air quality, workspace productivity, and energy efficiency in a building that has not seen significant upgrades in over 20 years.</td>
<td>$ 125,000</td>
</tr>
<tr>
<td>14</td>
<td>Transfer Station Office</td>
<td>Currently employees are using a jail cell that was purchased 20 years ago as an office. Provide staff a work space that can will accommodate current needs such as proper heating and ventilation as well as workplace comfort for staff</td>
<td>$ 95,000</td>
</tr>
<tr>
<td>15</td>
<td>Apparatus</td>
<td>ATV with trailer for rescue and recovery in hard-to-reach locations. Needed for cell tower sites.</td>
<td>$ 75,000</td>
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<tr>
<td>16</td>
<td>Town Center Study</td>
<td>Investigate potential economic development in Granby's Core. Residential and commercial</td>
<td>$ 30,000</td>
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<tr>
<td>17</td>
<td>Roadside Portable Traffic Device</td>
<td>Operates by remote control - goal is to have one employee doing traffic control instead of 2. Features a drop bar and red and green lights</td>
<td>$ 28,000</td>
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<tr>
<td>Item</td>
<td>Description</td>
<td>Cost</td>
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<td>----------------------------------------------------------------------</td>
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<tr>
<td>Digital recording system Replacement</td>
<td>Replace system that records all calls and radio traffic. Current system is almost 10 years old and has been failing.</td>
<td>$16,000</td>
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<tr>
<td>Animal Shelter facility upgrade</td>
<td>Repairs and renovations needed such as lighting, signage, security upgrades.</td>
<td>$15,000</td>
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<tr>
<td>Electronic Sign board</td>
<td>Purchase electronic sign board to enhance communication with the public.</td>
<td>$15,000</td>
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<tr>
<td>GPS units</td>
<td>Install GPS units in Town vehicles for emergency tracking</td>
<td>$8,000</td>
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<tr>
<td>Walking Path at SBP</td>
<td>Paved, ADA Accessible walking path around SBP</td>
<td>$482,400</td>
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<tr>
<td>Splashpad or Spray park</td>
<td>Enhancement to Salmon Brook Park Summer programming</td>
<td>$425,000</td>
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<tr>
<td>Sewer study and upgrades</td>
<td>Evaluate 3 lift stations and review for I&amp;I. Upgrades to repair as required and to reduce I&amp;I.</td>
<td>$285,000</td>
<td></td>
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<tr>
<td>Senior Center kitchen upgrade</td>
<td>Request would upgrade the kitchen in the Senior Center to a commercial kitchen. The project would improve sanitizing capabilities with a commercial grade dishwasher, 3- compartment sink, and grease intercenter.</td>
<td>$90,000</td>
<td></td>
</tr>
<tr>
<td>Holcomb Farm Building Maintenance</td>
<td>New interior &quot;Barn Door&quot; separator in Hallway. Main Barn new flooring. Main Barn replacement windows.</td>
<td>$43,000</td>
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<tr>
<td>Salmon Brook Park upgrades</td>
<td>Signage, ice machine at concessions, new Lifeguard Chairs, new tennis nets</td>
<td>$25,300</td>
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</tr>
<tr>
<td>Solar</td>
<td>Funds to study potential solar projects on Town property</td>
<td>$25,000</td>
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<tr>
<td>Senior Center FFE replacement</td>
<td>Replacement of 20 year old furniture. The soft fabric covered chairs are showing wear with tears and stains. Carpeting as needed (Billiards room) Round Folding tables for dining services. Replace tables and chairs in Activity Room 1&amp;2.</td>
<td>$25,000</td>
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</tr>
<tr>
<td>Portable Ice Skating Rink</td>
<td>No fee charged. Open skate at Salmon Brook Park. It would be open throughout the cold weather at a designated area in the park.</td>
<td>$25,000</td>
<td></td>
</tr>
<tr>
<td>Holcomb Farm FFE</td>
<td>Needs additional tables and chairs. Because of Covid, many of the events on site had our tables and chairs outside. They have become very worn down and in need of replacement. If we are to keep our wedding venue up to wedding standards, these need to be purchased. The intent is to keep our current older tables and chairs and continue to use them outside for necessary social distancing for all future events.</td>
<td>$19,000</td>
<td></td>
</tr>
<tr>
<td>Police Facility Upgrades</td>
<td>20 year old building - replace flooring, paint etc</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>Enhancement of Dining Services</td>
<td>Returning to opportunities to reduce social isolation in older adults post pandemic requires improved dining services options. Current demand for the Elderly Nutrition Program has waned over the course of the last 4 years (including pre-pandemic). Quality of food, freshness and healthy variety are noted as reasons. Funds to pilot a partnership with Fresh Access and Healing Meals to provide a healthier, fresher meal once per week include staff time: additional 4 hours per week ($3,500/year) and materials cost: food ($11,000).</td>
<td>$14,500</td>
<td></td>
</tr>
<tr>
<td>Rebranding of Senior Center</td>
<td>Marketing consultant fees to review and redesign logo and marketing materials to drive senior center image in the community.</td>
<td>$8,000</td>
<td></td>
</tr>
<tr>
<td>Holcomb Farm replacement equipment</td>
<td>Refrigerator and Ice Machine</td>
<td>$3,000</td>
<td></td>
</tr>
</tbody>
</table>
Development of the draft list was generally guided by the following sources:

1. Capital Improvement Plan (CIP).
2. Master planning documents (i.e., Plan of Conservation & Development).
3. Recommendation of a third-party professional retained in relation to a project or a particular functional area (i.e., IT, mechanical engineers, etc.).
4. Need that became apparent during the height of the pandemic.

Criteria to evaluate the project proposals were established:

- Projects that improve public health and safety.
- Projects that improve capacity to provide services and meet unfulfilled needs.
- Projects that generally fall outside the capacity of annual budgets to fund.
- Avoid projects that require additional funds to complete unless a source of funds is identified and available.
- Avoid projects that will create operational cost obligations, if possible and practical.

Granby was required to file a Project and Expenditure Report by April 30, 2022. To date, the Town of Granby has expended $36,114.19 from our SLFRF funds. These funds were used last summer by the Parks and Recreation Department.

<table>
<thead>
<tr>
<th>Items</th>
<th>FY21 Purchased</th>
<th>FY22 Purchased</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pop Up Tents</td>
<td>$1,263.27</td>
<td>-</td>
</tr>
<tr>
<td>Additional Camp equipment &amp; supplies</td>
<td>$3,288.03</td>
<td>$</td>
</tr>
<tr>
<td>Cleaning supplies</td>
<td>$574.39</td>
<td>$</td>
</tr>
<tr>
<td>Larger Waterfront Raft</td>
<td>$</td>
<td>$16,849.96</td>
</tr>
<tr>
<td>Additional Picnic Tables</td>
<td>$</td>
<td>$6,458.00</td>
</tr>
<tr>
<td>Manikins</td>
<td>$4,113.47</td>
<td>$</td>
</tr>
<tr>
<td>Signage</td>
<td>$313.00</td>
<td>$</td>
</tr>
<tr>
<td>Additional Paddleboards, Lifejackets</td>
<td>$3,254.07</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$12,806.23</td>
<td>$23,307.96</td>
</tr>
</tbody>
</table>

The complete list of proposed projects can be found attached to this agenda item. You will see that the project list is offered in a phased approach. The first phase, shaded green, are projects we will work on immediately. The second phase, shaded yellow, are projects that we will do when we have a better understanding of pricing and remaining funding. The last phase of projects, white, will likely not be funded but are important projects that should be considered in the Town’s future capital plans. It is anticipated that IBAC will come back to the BOS periodically to report on project progress and to discuss moving more projects forward when project costs are more solidified.

**PROPOSED MOTION:** To approve the Phase 1 proposal list (projects shaded green) for ARPA funding and authorize the Town Manager to move forward with implementing those projects including spending on professional services required to scope projects and on projects that are currently fully scoped.
TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: VI. BUSINESS – ITEM C
To Consider and Act on the Next Steps in the Strategic Planning Process

BACKGROUND
Several months ago, the Board of Selectmen (BOS) began its strategic planning process by soliciting input and goal recommendations from various stakeholders, including staff, elected boards, and commissions.

The strategic plan will be used to coordinate efforts of the various boards and commissions, and to guide key decisions of the Board of Selectmen, including allocation of Town resources. The plan will be developed in a series of steps.

Each board and commission was asked to submit one or two proposed goals to the Town Manager. Most of these goals have been received. The next step in the process is to receive public comment on the goals that were offered by the boards and commissions. It is anticipated that the August BOS meetings will be used to hear from each board and commission about their goals and to hear from the public.

Therefore, the recommended immediate next steps are:
- Schedule public work sessions for both meetings in August, with half of the boards/commissions that provided draft goals scheduled for each meeting.
- Post list of goals received from the boards/commissions on various communication tools.
- Establish a dedicated email address for citizens to provide comments and suggestions. (This was a successful method of receiving public comment on the Affordable Housing Plan.)

Utilizing input received from stakeholders, the BOS will adopt a draft strategic plan. The draft strategic plan will be circulated to boards and commissions for final comment. The BOS will then adopt a final plan which will be distributed to the various boards and commissions, placed on the Town website, and published in The Drummer.

PROPOSED MOTION: To approve next steps in the strategic planning process and authorize the Town Manager to move forward with compilation of goals and coordination of the August meetings.
TOWN OF GRANBY

MEMORANDUM

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: VI. BUSINESS – ITEM D
Solicitation of Interest to serve on Charter Revision Commission

BACKGROUND
Historically, Granby reviews the Town Charter every 10 years. The last Charter Revision was in 2012. Therefore, it is time to review the Charter.

There is a well defined and specific process that needs to happen to both create a Charter Revision Commission and to approve any changes to the Charter. Strict timelines must be adhered to as well.

This agenda item is to simply seek interest from residents to serve on the Charter Revision Commission. It is not to initiate the Charter Revision process.

Next Steps
We anticipate using July to solicit interest from residents. We will advertise with our normal communication methods – website, social media, email distributions. Letters of interest will be due to the Town Committees on August 1, 2022. Interested residents who are registered Republicans should contact Mark Lockwood at mwlock@cox.net and registered Democrats should contact Lynn Guelzow at lguelzow@cox.net. All other residents should contact both Mark Lockwood and Lynn Guelzow.

The Charter Revision Commission will likely be established in the early fall. It is anticipated that the Commission would take about ten to eleven months to complete their work.

PROPOSED MOTION: To authorize the Town Manager to move forward with a process to solicit interest from residents to serve on a Charter Revision Commission.
MEMORANDUM

TO: Board of Selectmen
FROM: Erica P. Robertson, Town Manager

REGARDING: VI. BUSINESS – ITEM E
To authorize the Town Manager to award and execute a contract for Municipal Solid Waste and Acceptable Recyclables disposal to F&G Recycling, LLC, Enfield, CT effective July 1, 2022

At the June 6, 2022, meeting the BOS voted to opt-out of the Town of Granby’s Tier-1 Long Term Municipal Solid Waste Management Agreement (MSA) with MIRA, effective June 30, 2022. The BOS also directed me to conduct a procurement process to secure a contract with a refuse and recycling disposal site, effective July 1, 2022.

Based on bid results shared by communities that have already run procurements this year for disposal service, I expected to secure a contract that is advantageous to the Town. I also concluded that the best offer received by our neighboring communities, in all cases, was from Murphy Road Recycling or one of its subsidiaries. Therefore, I am piggy backing on their procurement processes and have reached out to Murphy Road Recycling to request the same tipping fees. Granby was able to secure the same pricing as other, larger municipalities:

MSW Disposal Pricing:
July 1, 2022- June 30, 2023: $110.00 per ton
July 1, 2023- June 30, 2024: $110.00 per ton
July 1, 2024- June 30, 2025: $115.00 per ton
July 1, 2025-June 30, 2026: $115.00 per ton
July 1, 2026-June 30, 2027: $120.00 per ton

Recyclables Pricing:
July 1, 2022- June 30, 2023: $0.00 per ton
July 1, 2023- June 30, 2024: $0.00 per ton
July 1, 2024- June 30, 2025: $0.00 per ton
July 1, 2025-June 30, 2026: $0.00 per ton
July 1, 2026-June 30, 2027: $0.00 per ton

Due to site location relative to Granby, the Town would contract with F&G RECYCLING, LLC, a subsidiary of Murphy Road recycling, at their Suffield location.

The tipping fee for the current fiscal year is $105.00/ton. The FY 23 Town budget is based on approximately 4,000 tons at a disposal rate of $117/ton. Moving to F&G RECYCLING, LLC offers Granby an approximately savings of $33,500 and guarantees no rate increase next year. The rates thereafter are incremental. For the next 4 years Granby would be ahead of what MIRA’s price per ton is for FY 23.

PROPOSED MOTION
To authorize the Town Manager to award and execute a contract for Municipal Solid Waste and Acceptable Recyclables disposal to F&G Recycling, LLC, Enfield, CT effective July 1, 2022.
TOWN OF GRANBY

MEMORANDUM

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager

REGARDING: VI. BUSINESS – ITEM F
To Set a Public Hearing on August 1, 2022, at 7:00 pm, Concerning Changes to Chapter 144, Solid Waste

Staff and I have been reviewing Chapter 144, Solid Waste. The section contains outdated language and provisions with several references to organizations that we do not belong to or have closed. Therefore, we propose the attached ordinance. An ordinance change requires a public hearing. We anticipate that we will hold the public hearing at the first August meeting.

PROPOSED MOTION
To Set a Public Hearing on August 1, 2022, at 7:00 pm, Concerning Changes to Chapter 144, Solid Waste
Chapter 144

SOLID WASTE

[HISTORY: Adopted by the Board of Selectmen of the Town of Granby as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Violation and citation hearing procedures — See Ch. 58.
Nuisances — See Ch. 114.
Sewers — See Ch. 138.
Abandoned, inoperable or unregistered vehicles — See Ch. 167.
Fees — See Ch. A184.

ARTICLE I

Town Transfer Station

[Adopted 10-8-1962; amended in its entirety at time of adoption of Code (see Ch. 1, General Provisions, Art. I)]

§ 144-1. Location.

The transfer station shall be located on property owned by the Town of Granby north of Old Stagecoach Road and west of Notch Road. The boundaries of the actual dumping areas may be changed by the Board of Selectmen from time to time.

§ 144-2. Operation.

A. The transfer station shall be used for the disposal of of bulky waste, grass clippings, brush and tree trimmings, white goods, scrap metal, designated recycling and other materials deemed appropriate for disposal.

B. The use of the transfer station is restricted to residents of Granby and to persons doing business in Granby and is restricted to matter actually produced in the Town.

C. The Town transfer station is to be fenced and the gate locked when the transfer station is not open.

D. Access to the dumping area is from Notch Road at a point just north of the "notch" by way of Old Stagecoach Road (so-called).

   The transfer station shall be operated on a sanitary landfill basis with the fill applied at least once a week, unless the weather prevents it. The frequency of compacting and application of fill shall be determined by the Board of Selectmen.

   A chemical pesticide shall be applied at the end of each dumping period for the control of insects and rodents.

E. Burning of material in the transfer station shall be done only with the approval of a Fire Warden-Town Official and a CT DEEP Official.
F. A clear area around the dumping point will be maintained as a fire break.

G. A custodian shall be on duty whenever the transfer station is open to the public. He shall be employed by the Town and shall be responsible for the enforcement of the transfer station regulations.

H. Salvage rights shall be awarded to the custodian—

I. The Board of Selectmen, Town Manager or Public Works Director may temporarily close the transfer station if they deem such action to be necessary for the welfare of the Town.

J. The Board of Selectmen may make additional rules governing operation and maintenance of the transfer station, provided that such rules do not conflict with this article.

§ 144-3. Rules for users.

Failure to comply with the rules enumerated below will subject the violator to a fine of not more than $250. Dumping permits may be rescinded for cause at the discretion of the Board of Selectmen.

A. Permits. The following shall obtain permits from the Town Manager in order to dump:

   (1) Commercial-rubbish collectors.

   (2) Business firms or individuals dumping large volumes (three yards or more at a time). Charges for permits shall be determined by the Board of Selectmen.

B. Nonpermitted dumping. The following items shall not be deposited in the transfer station:

   (1) Dead animals.

   (2) Junked motor vehicles, motor vehicle bodies

   (3) Tires.

   (4) Chemical waste (dissolved or in bulk).

   (5) Oily liquids.

   (6) Septic tank sludge or sewage.

   (7) Trees, stumps, stones, building materials (such as beams, boards, concrete fragments, etc.) or large brush (over three feet long). Individual homeowners may dump moderate amounts of refuse from dooryard trees and shrubs as well as building materials.

   (8) Items deemed to be household hazardous waste.

C. The days and hours that the transfer station will be open shall be determined by the Board of Selectmen. Town Manager or Public Works Director.

D. No waste material may be transported to or removed from the transfer station except in covered containers or covered vehicles.
ARTICLE II
Recycling
[Adopted 11-7-1988; amended in its entirety 8-17-1992]

§ 144-4. Declaration of policy.

The accumulation, collection, removal and disposal of solid waste must be controlled by the Town of Granby for the protection of the public health, safety and general welfare. It is consequently found and declared that:

A. The Town of Granby is authorized by law to regulate the disposition of solid waste generated within its boundaries and to collect a charge therefor and to license refuse collectors; and

B. The Town of Granby is also authorized by Connecticut General Statutes to designate the area where solid waste generated within its boundaries shall be disposed and to assist in the statewide recycling efforts; and

C. The Town of Granby has will executed the a municipal service agreement requiring it to cause all solid waste generated within its boundaries and which meets the contractual standards to be delivered to the Mid-Connecticut System an acceptable disposal site; and

D. The public health, safety and general welfare of the Town of Granby will be best served by reducing the amount of such solid waste by encouraging and requiring the recycling of certain materials; and

E. The enactment of this article is seen as a cost-saving method for the Town and its citizens and as a way to preserve the quality of our environment.

§ 144-4. Definitions.

The following terms shall have the following meanings:

§ 144-5. Recyclable items.

For the purpose of this article, recyclables include:

A. Items required by the State of Connecticut Recycling Regulation, C.G.S. § 22a-241 et seq., as amended, such as:

(1) Glass food and beverage jars and bottles. Glass, metal food and beverage containers
(2) Metal food and beverage containers. Plastic containers
(3) Clean newspaper, magazines
(4) Corrugated-type cardboard, boxboard
(5) White office paper (other than residential).
(6) Waste oil (crankcase oil only).
(7) Lead acid batteries. Ni-cd rechargeable batteries, motor vehicle batteries
(8) Scrap metal. Including appliances
(9) Leaves.

B. Other items which may now or in the future be designated as recyclable by the Director of Public Works. The term “items designated for recycling” herein shall include, without further action by the Town, any and all legally adopted additions made by the Commissioner of Environmental Protection to any designation of items for recycling made pursuant to said Section 22a-241b of the General Statutes.

§ 144-6. Separation of recyclables.

All recyclables shall be kept separate from solid waste as follows:

A. One- and two-family residential generators of solid waste shall separate designated recyclables from solid waste.

B. All other generators of solid waste (commercial, industrial, governmental, institutional, multifamily, etc.) shall make provision for the separation of designated recyclables.

§ 144-7. Preparation of recyclables for collection.

A. Residents of one- and two-family structures shall place recyclable items in the recycling container as prescribed by the town. No non-recyclable materials shall be placed in the recycling container.

shall separate all recyclables from non-recyclables by the following methods and shall maintain them in a clean manner:

(1) Clean and unsoiled newspaper shall be separated from other rubbish and placed into designated recycling containers; or shall be separated as otherwise directed by the Director of Public Works.¹

(2) Glass and metal food and beverage containers, jars and bottles shall be separated from other rubbish and combined in recycling containers.

(3) Corrugated-type cardboard shall be separated from other rubbish, flattened and placed into the recycling container.²

(4) Waste oil, lead acid batteries, scrap metal and leaves shall each be separated from other rubbish and shall be delivered to a location designated by the Director of Public Works.

B. One- and two-family residential generators shall be required to place the materials separated under Subsection A(1), (2) and (3) above at the curbside for pickup. Such recyclables shall be collected from residential properties at least once a month, according to policies prescribed by the Director of Public Works. Additional pickup of recyclable materials may be conducted pursuant to policies and procedures prescribed by the Director

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¹ Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
² Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
of Public Works. A reasonable fee may be charged for such collections recyclables may be disposed of at the Granby Transfer Station.

All other generators of solid waste shall make separate provision for the separation, collection and disposal of each kind of recyclable as defined in § 144-5 of this article, which separation, collection and disposal shall be consistent with the purpose of this article and with policies and procedures prescribed by the Director of Public Works.

B. One- and two-family residential generators shall be required to place the materials deemed to be recyclable in the container as prescribed by the collector. No non-recyclable materials shall be placed in any recycling container. Such recyclables will be collected from residential properties according to the schedule set by the Director of Public Works.

All other generators of solid waste shall make separate provision for the separation, collection and disposal of each kind of recyclable as defined in § 144-5 of this article, which separation, collection and disposal shall be consistent with the purpose of this article and with policies and procedures prescribed by the Director of Public Works.

§ 144-8. Responsibilities of collectors.

A. Any registered collector of solid waste who has reason to believe that a person from whom he collects solid waste has violated the separation requirements of this article shall issue a warning notice (provided by the Town of Granby) and shall promptly notify the Director of Public Works of the alleged violation. Collectors shall also assist the Director of Public Works in identifying persons responsible for creating loads of recyclables mixed with solid waste.

B. All registered collectors of solid waste/recyclables shall report to the Town the amount (in tons), items collected and facilities delivered to in accordance with the reporting procedures set forth by the Director of Public Works.

§ 144-9. Scavenging prohibited.

It shall be a violation of this article for any person not authorized by the Town of Granby to collect or pick up any recyclables left for collection.

§ 144-10. Designation of enforcement agent.

The Director of Public Works shall be the enforcement agent and, as such, shall receive notice of violations from collectors and disposal facilities, shall develop warning notices for collectors to issue and shall be responsible for imposing penalties on violators.

§ 144-11. Penalties for offenses; enforcement. ³

Any person violating any provision of this article or the regulations enacted hereunder shall be

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³ Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
fined not more than $250 for each offense. In addition, the Town of Granby may refuse to collect or receive garbage, rubbish or other refuse from any generator who violates this article or the regulations promulgated hereunder. The Town of Granby may suspend the registration of any refuse collector who violates any provision of this article. The Director of Public Works shall be responsible for the enforcement of this article and shall have full discretionary authority in deciding all disputed questions arising under the provisions of this article or the regulations enacted hereunder.

ARTICLE III
Storage, Collection and Disposal
[Adopted 11-7-1988]

§ 144-12. Declaration of policy.

The accumulation, collection, removal and disposal of solid waste must be controlled by the Town of Granby for the protection of the public health, safety, and general welfare. It is consequently found and declared that:

A. The Town of Granby is authorized by law to regulate the disposition of solid waste generated within its boundaries and to collect a charge therefor and to license refuse collectors; and

B. The Town of Granby is also authorized by Connecticut General Statutes, § 22a-220a, to designate the area where solid waste generated within its boundaries shall be disposed; and

C. The Town of Granby has executed the municipal service agreement requiring it to cause all solid waste generated within its boundaries and which meets the contractual standards to be delivered to the Mid-Connecticut System; and

D. The public healthy safety and general welfare of the Town of Granby will be best served by requiring the delivery of such solid waste to the Mid-Connecticut System for processing by the Mid-Connecticut System and the generation of electricity; and

E. The enactment of this article is in furtherance of this municipality's regional solid waste management plan.


As used in this article, the following terms shall have the meanings indicated:

AUTHORITY — The Connecticut Resources Recovery Authority established pursuant to Chapter 446e of the Connecticut General Statutes, as amended.

CANS or DRUMS — Five gallon capacity, opened and empty.

CONTRACTUAL STANDARDS — For solid waste delivered to the Mid-Connecticut System are as follows:

A. It must be solid waste emanating from within the corporate boundaries of the Town of Granby;

B. It must not be of such a quantity, quality or other nature as to materially impair the
operation or capacity of the Mid-Connecticut System or any portion thereof, normal and reasonable wear and usage excepted;—

C. It must not be of such a quantity, quality or other nature as to materially impair the strength or durability of the structures, equipment, or works which are part of the Mid-Connecticut System or any portion thereof;—

D. It must not be of such quantity, quality or other nature as to create flammable or explosive conditions in the Mid-Connecticut System or any portion thereof;—

E. It must not contain chemical or other properties which are deleterious, as determined by the Authority, or capable of causing material damage to any part of the system or to personnel;—

F. It must not include any hazardous waste; and—

G. It must not exceed the following dimensions:

(1) Lumber: six feet in length or width or four inches in thickness.—

(2) Trees or limbs: six feet in length or three inches in diameter, branches cut to within six inches of the trunk.—

(3) Metal pipe: three feet in length and 1 1/2 inches inside diameter.—

DIRECTOR — The Director of Public Works of the Town of Granby.

DISPOSAL CHARGE — That amount of money to be charged for each ton of solid waste delivered to the Mid-Connecticut System as established by the procedures authorized in the municipal service agreement.

HAZARDOUS WASTE — Pathological, biological, cesspool or other human wastes, human and animal remains, radioactive, toxic, and other hazardous wastes which, according to federal, state or local rules or regulations from time to time in effect, require special handling in their collection, treatment or disposal, including those regulated under 42 U.S.C. §§ 6921 through 6925 and regulations thereunder adopted by the United States Environmental Protection Agency pursuant to the Resource Conservation and Recovery Act of 1976, 90 Stat. 2806, 42 U.S.C. § 6901, such as cleaning fluids, crankcase oils, cutting oils, paints, acids, caustics, poisons, drugs, fine powdery earth used to filter cleaning fluid and refuse of similar nature.

MID-CONNECTICUT SYSTEM — The system for the processing of solid waste and the recovery of energy therefrom constructed by the Authority pursuant to the municipal service agreement.

MUNICIPAL SERVICE AGREEMENT — The municipal solid waste management services contract between the Town of Granby and the Authority dated as of 1984.

REFUSE COLLECTORS — Includes any person, firm or corporation engaged in the business of collecting and transporting commercial household or industrial solid waste for hire within the Town of Granby.

SOLID WASTE — Unwanted or discarded materials consistent with the meaning of that term pursuant to § 22a-260(7) of the Connecticut General Statutes, excluding semisolid or liquid materials collected and treated in a sewerage system.
§ 144-14. License required for refuse collections.

All solid waste accumulated in the Town of Granby shall be collected, conveyed and disposed of by the Town of Granby or by persons licensed by the Town of Granby to perform such work in accordance with the provisions of this article and in accordance with other local, state or federal regulations as may apply. No solid waste collected from outside the Town of Granby shall be disposed of under a license or registration issued pursuant to this article.

§ 144-15. Licensing of refuse collectors; registration of vehicles.

A. Licensing and registration authority designated. The Director shall be the licensing and registration authority for refuse collectors and vehicles and containers used by them. The Director shall grant a license within a reasonable time following the filing of a proper application and payment of the prescribed fees as outlined in Subsections B and D below unless it is found that one or more of the following conditions prevail:

1. The applicant has been irresponsible in the conduct of solid waste collection and hauling operations based upon previous suspensions and/or revocations of licenses; or

2. The applicant lacks suitable equipment with which to collect solid waste in a safe and nuisance-free manner and in compliance with this article.

3. The applicant is in default in its obligations as a collector or has otherwise violated the provisions of this article.

B. License required. Each refuse collector shall annually on or before July 1 apply for a license from the Director on such form or forms as shall be prescribed to engage in the business of solid waste collection in the Town of Granby. An annual licensing fee shall be as set by the Board of Selectman and shall be paid prior to the issuance of any such license.

C. Registration of vehicles and containers. Each licensed refuse collector shall obtain a separate registration for each vehicle used to collect, transport and/or deposit solid waste within the Town of Granby or its system. When the vehicle is employed to transport more than one container, each container to be transported instead of the vehicle shall be registered. Registrations shall not be transferable from vehicle to vehicle nor from container to container; provided, however, the Director may allow such temporary transfer of registrations in hardship situations, such as a temporary breakdown of an individually licensed vehicle.

D. Registration term, fee, renewal. All registrations shall be issued for a term not to exceed one year and shall be renewable on or before the first day of July each year. The registration fee for each vehicle or container shall be as set by the Board of Selectman. Containers of less than one yard shall not be subject to the registration and fee

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4. Editor's Note: See Ch. A184, Fees.
5. Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. I).
6. Editor's Note: See Ch. A184, Fees.
requirement.  

E. Reinspection upon sale or transfer of vehicle during registration year. Whenever a duly registered vehicle is sold or transferred to another refuse collector licensed in the Town of Granby during the registration year, said vehicle shall be reinspected within seven days of such transfer date but no additional fee shall be required.

F. Display of registration. The registration issued shall be conspicuously displayed on the left front of the body of each vehicle or container so licensed or as may be directed.

G. Licenses nontransferable. Licenses are not transferrable. When any licensee shall sell or transfer all or part of his business to any refuse collector not licensed in the Town of Granby, he shall first notify the Director, in writing, no less than 10 days prior to the sale date and the transferee shall, at the same time, make application for a license to operate in the Town of Granby.

H. Each licensed collector who offers a solid waste collection service to residential properties within the Town of Granby must also offer an acceptable concurrent curbside recycling service to all residential customers.

§ 144-16. Residential refuse collection policy.

The Town of Granby shall be responsible for residential refuse collection in accordance with the following conditions:

A. Refuse shall only be removed when it is properly placed along a Town-owned or state-owned public right-of-way or in the right-of-way of an approved subdivision road not presently accepted. Requests for an exception to the above must be submitted to the Director by February of each year.

B. Refuse shall only be removed when it is stored in Town-approved containers.

C. Refuse shall be removed from one-and two-family residential structures along public streets. Exceptions may be granted for noncommercial properties upon written application to the Director. Requests for an exception must be submitted to the Director by February 1 of each year.

D. Refuse will be removed on a specified day in accordance with the policy set forth by the Director.  

E. Refuse shall be placed at curbside in accordance with the policy set forth by the Director.

F. Refuse may not be placed at curbside prior to 4:00 p.m. the day before pickup.

G. Refuse containers must be removed from curbside no later than 7:00 a.m. of the day after pickup.

H. Items designated as recyclables shall be placed at curbside in accordance with Article II, Recycling.

7. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

8. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).
I. Refuse shall not include any item listed as recyclable or any item deemed unacceptable by the Materials Innovation and Recycling Authority. Refuse shall include waste which accumulates from the preparation of food, plastic, metal or glass food containers which cannot be recycled, wastepaper, cans and bottles, wire, glass, other metal objects, tree and grass clippings, and other similar items that can be placed within a Town of Granby approved container.

J. Bulky waste will be removed from one- and two-family residential structures for a fee, as established by the Director, under the following guidelines:

1. Bulky waste will be removed on a call basis according to policy set forth in the office of the Director of Public Works.

2. Bulky waste shall include refrigerators with doors off, stoves, bedsprings, mattresses, auto parts, and other similar large heavy materials except those items listed under not acceptable for collection. Bulky waste shall also include brush when tied in bundles which shall weigh no more than 80 pounds and have as its greater dimension no more than six feet.

K. Leaves will be removed from residential property according to policy set forth in the office of the Director of Public Works.

L. Brush will be removed from residential property according to policy set in the office of the Director of Public Works.

M. The following refuse shall be considered not acceptable for collection:

1. Material which has not been prepared, bound, containerized and/or placed for collection in accordance with the rules and regulations of the Town of Granby.

2. Material and waste resulting from the repair of buildings or structures, such as earth, stone, concrete, plaster, mortar and roofing material, trees or tree stumps over six inches in diameter, junkyard wastes, dangerous material or substance, such as poisons, acids, caustics, sanitary wastes, infected materials, explosives or radioactive material, auto-car bodies, fine powdery earth used to filter cleaning fluid and refuse of similar nature.

3. Body wastes or solid industrial wastes.

4. Bulky waste which has a dimension in excess of six feet and/or exceeds 300 pounds in weight.

5. All other material deemed unacceptable by the Materials Innovation and Recycling Authority.

N. Any refuse or rubbish left in public view, not in accordance with the provisions of this article, shall be deemed a public nuisance and a violation of this article.

§ 144-17. Revocation or suspension of license or registration.

A. General. A license to engage in solid waste collection in the Town of Granby and to use the Mid-Connecticut System or other refuse facilities provided by the Town of Granby is a
privilege, not a right. Failure to comply with the provisions of this article shall be grounds for revocation or suspension of any license or registration issued under the provisions of this article, in addition to any other penalty imposable by law.

B. Notice required. Revocation or suspensions shall only become effective 10 calendar days after receipt of written notice from the Director.

C. Request for review, filing, effect of failure to file. If a refuse collector objects to the Director's action described in Subsection B above to revoke or suspend his license or registration, he may, within the five calendar days of receipt of said notice, file a written request for review with the Town Manager. Failure to timely file such request for review shall make the Director's action final and binding upon the refuse collector.

D. Effect of timely filing. Timely filing of such request for review shall operate as an automatic stay of the Director's action.

E. Hearing. The Town Manager shall, within 15 days, hear and decide the matter. Such hearing shall be private, except, however, such hearing may be public if so requested, in writing, by the refuse collector. The decision of the Town Manager shall be final and binding upon the refuse collector.

F. Refusal of permission to use Mid-Connecticut System. Notwithstanding anything to the contrary herein, the Director shall have power to refuse permission to a refuse collector to use the Mid-Connecticut System when, in his opinion, such refuse collector has violated this article or any other applicable rule or regulation.

§ 144-18. Administration; promulgation of rules and regulations.

A. The Director shall administer the licensing of any refuse collector engaged in the collecting and transporting of solid waste in the Town of Granby.

B. The Director shall, when considering an application for a solid waste collection license, including renewal, ascertain that the applicant has adequate liability insurance as required in the solid waste permitting disposal and billing regulations of the Authority.

C. The Director may promulgate additional collection and disposal procedures from time to time as he deems proper, but such rules shall not be inconsistent with this article. Any such procedure, however, must first be approved by the Town Manager.

§ 144-19. Responsibilities and obligations of refuse collectors. 9

A. Place of delivery, payment. Each refuse collector shall deliver all solid waste meeting the contractual standards collected within the territorial limits of the Town of Granby to a Town of Granby approved system and pay the disposal charge.

B. Failure to pay. Any refuse collector failing to pay any required disposal charge within 30 days after the date of a bill therefor shall pay, in addition to the disposal charge shown on such bill, interest on such disposal charge at the rate of bill, plus all costs of collection,

9. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1).
including an attorney's reasonable bill, incurred. A failure to pay shall also be grounds for revocation or suspension of license and registration.

C. Prohibition on delivery. No licensee shall deliver any solid waste meeting the contractual standards to any final place other than a Town of Granby approved system, unless the Town of Granby approved system is incapable of accepting such solid waste at the time of delivery, in which event such solid waste shall be delivered to the place designated by the Director.

D. Construction and maintenance of vehicles and containers. All vehicles registered to collect and transport solid waste to a Town of Granby approved system shall be automatic unloading vehicles of a watertight construction and shall be maintained free of obnoxious odors and accumulated solid waste. Any such vehicle with a capacity in excess of 10 cubic yards shall be of a closed construction. A container utilized primarily for nonliquid solid waste need not be of watertight construction and shall be completely enclosed and maintained free of obnoxious odors and accumulated solid waste. If any such vehicle shall have a capacity of less than 10 cubic yards, it may have an open top, provided that it be covered when it is in motion to prevent the escape of solid waste.

§ 144-20. Penalties for offenses. 10

Any person violating the terms of this article shall be fined not more than $250 for each offense in addition to any other penalty which may be imposed by law.

10. Editor's Note: Amended at time of adoption of Code (see Ch. I, General Provisions, Art. I).
TOWN OF GRANBY

MEMORANDUM

TO: Board of Selectmen
FROM: Erica P. Robertson, Town Manager
RE: VII. TOWN MANAGER REPORT

DATE: June 20, 2022

Tonight’s Town Manager report includes information I hope you find of interest. My staff and I are dedicated to working hard each day for the betterment of our community.

Budget Operations report – attached

Town Clerk

Please welcome Scott Nolan, our new Town Clerk. Scott started his new position on Monday June 13th. He was previously the Town Clerk in Windsor Locks. Scott also has experience as Clerk of the Council in South Windsor. He comes to us with glowing recommendations. I am confident he will be an asset to the Granby team.

Recreation

At our last meeting I mentioned that the Parks and Recreation department received a grant for summer camp programming. I wanted to highlight that only 30 municipal programs were awarded the CSDE Summer Enrichment Grant! This year 30 programs totaling $1.25 million received the grant to support local camps and communities this summer. Granby received the Expansion Grant in the amount of $67,500. Kristine Vincent and her team will be using these funds for a variety of camp enhancements. We will now be able to offer extended field trips for campers. Additional specialized programmers will now be available, specifically a nature specialist, sports specialist and an arts and crafts specialist. A behavior therapist will also be available at the camps to deal with behavior and mental health issues. Finally, through the assistance of Youth Services, we will be able to offer more camperships to local children with financial limitations.
TOWN OF GRANBY

MEMORANDUM

DATE:       June 20, 2022

TO:         Erica P. Robertson, Town Manager

FROM:       Kimi Cheng, Director of Finance

Highlights for Revenues:

May tax collection is consistent with the previous years at 102%.

Total billed for auto supplement was $620,456.79 and collected $570,631 as of May 31, 2022, which brings the collection rate for the auto supplement budget to 159%.

Building Permit Fees revenue line item continues to grow strong and better than last year for the same period (307% vs. 150%).

Miscellaneous percentage received was 1% less than April as the adjusted budget was increased by $1,998 for the Library Summer Reading Program.

As of May 31, 2022, the total revenue collected and received is at 102%, which is $1,085,614 over the budget.

Highlights for Expenditures:

General Administration deficits are for Salaries and IT Operations (monthly service agreement), for which we will request a year-end transfer from Contingency Payroll Regular and Miscellaneous Expenses line items to cover these overages.

Building Inspection deficit is for Salaries line item due to a position reclassification from Administrative Assistant to Land Use Coordinator and salary increases budgeted in the Contingency Payroll Regular line item.

Town Clerk, Property Assessment, Community Development, Police Department Administration, Public Works Administration, and Recreation Departments' deficits are due to salary increases budgeted in the Contingency Payroll Regular line item. The Town was in contract negotiations with the unions when the FY22 budget was adopted.

Debt Service department percentage spent was increased to 91% as the adjusted budget was decreased by $49,200 to fund gasoline, diesel fuel, and recycling collection line items. Total year-to-date May general fund expense is consistent at 89% (vs. 86% last year).
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**MAY 2022**

**BUDGET OPERATIONS SUMMARY**

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**Local Departmental Revenues Total**

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**Budget Operations Summary**

**Town of Granby**

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**General Fund Expenses**

- **Transfer to OPEB Trust Fund**: 2,000,000
- **Board of Education**: 33,183,506
- **Town Section**: 15,652,402
- **Capital & Debt Service**: 1,495,000
- **Capital Improvement**: 1,850,000
- **Library Services**: 4,001
- **Recreation Administration**: 4,005

**Description**

- Budgeted Expenditure: 1,207,105
- Adjusted: 806,905
- Expenditure: 718,747
- Vounumbered: 20,732
- % Recd: 97%