Participation in the 6/15/2020 Board of Selectmen Meeting is only available through Zoom. You may participate through your computer or dial in by phone. You will be prompted for the meeting ID and password for both options.

Link from a computer to join Zoom meeting:

https://us02web.zoom.us/j/88384817765?pwd=UmIzWGcrbTVMVzUjc2diUXF3V0g2QT09

OR Dial in by phone: +1 (929) 205-6099

Meeting ID: 883 8481 7765
Password: 807052

TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, JUNE 15, 2020
VIA ZOOM
7:00 P.M.
AGENDA

I. PLEDGE OF ALLEGIANCE

II. PUBLIC SESSION

III. MINUTES
   A. Approval of Meeting Minutes – June 1, 2020

IV. UNFINISHED OR TABLED BUSINESS
   A. Long-Term Recovery Committee

V. BUSINESS
   A. Resignations and Appointments
      Vacancies: Conservation Commission (1)
   B. Consideration of Holcomb Farm Fund for Holcomb Farmhouse Improvement Funds
   C. Executive Session: Pursuant to Conn. Gen. Statute 1-200(6)(D), the Board moves to go into Executive Session to Discuss the Sale of Real Estate. Town Manager John D. Ward and Administration Finance Officer Kimi Cheng are invited to attend.
   D. Executive session: Pursuant to Conn. Gen. Statute 1-200(6)(B), the Board of Selectmen moves to go into Executive Session to Discuss Strategy and Negotiations with Respect to Pending Claims. Town Manager John D. Ward and Administration Finance Officer Kimi Cheng are invited to attend.
   E. Executive Session: Pursuant to Conn. Gen. Statute 1-200(2), the Board moves to go into Executive Session to Discuss Collective Bargaining. Town Manager John D. Ward and Administration Finance Officer Kimi Cheng are invited to attend.

VI. TOWN MANAGER REPORTS
   A. Budget Operations – May 2020
VII. FIRST SELECTMAN REPORTS (B. Scott Kuhnly)

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

IX. ADJOURNMENT

  The next regular meeting is scheduled for Monday, July 6, 2020.
TOWN OF GRANBY
BOARD OF SELECTMEN
MINUTES
JUNE 1, 2020
VIA ZOOM

The regular meeting of the Board of Selectmen was called to order by First Selectman B. Scott Kuhnly at 6:52 p.m.

PRESENT: B. Scott Kuhnly, Glenn Ballard, Sally King, Mark Neumann, Edward Ohannessian, John D. Ward, Town Manager

I. PLEDGE OF ALLEGIANCE

First Selectman Kuhnly read a statement indicating the Town of Granby wants to start a conversation and will be hosting a forum. The idea is to start a conversation, to generate ideas to start inclusion for all, and to learn with open minds and open hearts. Information of when and where will be posted on the town website.

II. PUBLIC SESSION

Kelly Ann Moffa, 20 Copper Hill Road, addressed the Board with a suggestion for Granby. She believes there is a potential for Granby to join the Sustainable CT program. She has been an intern with the program and is now working for the Capitol Region and Granby is in her region. She indicated this is a great program and it would be easy for Granby to be certified as a sustainable town. First Selectman Kuhnly asked her to send some information to the Town Manager about the program and how we get involved. Ms. Moffa briefly reviewed the program stating there are nine categories within the certification with two levels of certification, bronze and silver.

III. MINUTES

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to approve the minutes of the regular meeting of May 18, 2020.

IV. UNFINISHED OR TABLED BUSINESS

No unfinished or tabled business was before the Board.

A. Consideration of Establishment of Long-Term Recovery Committee

The purpose of this committee is to help the town prepare for future disasters. It has been the experience of FEMA that such committees are helpful. The committee will come up with a list of needs of the town and a plan to address those needs. Town Manager Ward has prepared a list of proposed appointees. Of those appointees, he has appointed David Watkins, former Granby Chief of Police as the Coordinator of the committee. He is an excellent choice with very impressive service to the town. A list of names and the category each member would be representing was mentioned. The makeup of the committee is requested to consist of a broad spectrum of citizens from the community. It is intended that the committee may reach out to other citizens in
each category for input and suggestions. It was noted that the ninth proposed appointee had been selected after the memo was written. The appointee selected is Ginny Wutka, a business owner in town.

The EX-Officio Members are:

Mr. B. Scott Kuhnly, First Selectman
Mr. John Ward, Town Manager
Mr. Jordan Grossman, Superintendent of Schools

PROPOSED MOTION ONE: The Board of Selectmen hereby appoints Mr. David Watkins as Granby’s Long Term Recovery Coordinator.

PROPOSED MOTION TWO: The Board of Selectmen hereby appoints the following individuals to Granby's Long Term Recovery Committee: Philip Main, Sandra Yost, Lori Blackburn, Eric Vincent, Walter Mission, Clark Pfaff, and Sandy Flagg.

PROPOSED MOTION THREE: Town Manager John Ward and Superintendent of Schools Jordan Grossman are appointed ex officio to the committee.

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to approve the proposed three motions.

V. BUSINESS

A. Resignations and Appointments to be Considered

No resignations of appointments received.

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

One application has been received from Foxfield F.A.R.M (For a Recovery Mission). This is to subsidize program costs of the six-week training course offered to U.S. Veterans and First Responders with PTSD (Post Traumatic Stress Disorder).

Selectmen King and Ohannessian both commented they think this is a great program and that it targets the right people.

ON A MOTION BY Selectman Ohannessian, seconded by Selectman King, the Board voted unanimously (5-0-0) to approve the application received at the public hearing and forward for submission to the Department of Revenue Services.

C. Consideration of Solid Waste Fund Appropriation for Transfer Station

Town Manager Ward reported Kirk Severance is recommending some maintenance be done to improve the Town’s Transfer Station.
Gates are showing their age and should be replaced. He has a quote for sliding gates in the amount of $6,000.

Trees have grown to the entire top of the transfer station and should be cut down. They do not have the equipment in order to do this in a timely fashion. Estimated cost for the removal of trees is $5,000.

It is time to grind out the brush again this year. Estimated cost to do this is $7,000.

None of these were budgeted in the fiscal year 2019-20 adopted budget. An appropriation from the Solid Waste Fund balance in the amount of $18,000 to fund these projects is requested.

ON A MOTION by Selectman Neumann, seconded by Selectman King, the Board voted unanimously (5-0-0) to authorize an appropriation of $18,000 from the Solid Waste Fund Balance to fund three Transfer Station projects and forward this request to the Board of Finance to approve.

D. Consideration of Capital Equipment Loan

The fiscal year 2019-20 Town Budget includes approval for the loan purchase of buses, maintenance equipment, and technology equipment as recommended by the Board of Education for small capital purchases.

The municipal capital plan for Fiscal Year 2019-20 includes a purchase of a conventional cab truck.

In addition to the usual small capital five-year loan agreement, the Town is asking for the approval of:

1. A two-year loan program through the Q&D fund for the Board of Education’s one-to-one computing program to purchase chrome books for students in the amount of $83,578 at a rate of 2.20%
2. A three-year loan program to replace five copiers in Town Hall offices in the amount of $16,000 at a rate of 2.30%

With a lease program, the town is able to spread purchase costs over several years. The Board of Finance recommends this practice. Liberty Bank offers an interest rate of 2.25% for a five-year loan agreement. Because of the long-term relationship the Town has with the bank, Liberty Bank is recommended.

Selectman Ohannessian was unclear what the $543,120 was for. The breakdown for that amount was given: Town truck: $171,407, Technology equipment: $250,652, and Maintenance equipment: $121,061.

It was explained that the purchase has already been made with general fund dollars. We are now refinancing that amount to pay back the general fund for this fiscal year.
RESOLUTION

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 $543,120 for five years, $83,578 for two years and $16,000 for three years, with Liberty 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, UCC financing statements, 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.

ON A MOTION by Selectman King, seconded by Selectman Neumann, the Board voted unanimously (5-0-0) to adopt the resolution above.

VI. TOWN MANAGER REPORTS

Town Manager Ward reported Granby Public Library has started a Curbside Pickup Program. Residents may call up and order items they wish to borrow. They will be gathered and ready for pick up in the lobby from noon to 3 p.m. Hours may be expanded at a later date. Director McCue reported on-line services have quadrupled in the last few months.

In partnership with the Farmington Valley Health District and Priority Urgent Care of Unionville, the Town will sponsor free drive-through Covid-19 testing in the parking lot in front of the Senior Center on June 8, 2020 from 10 a.m. to 3 p.m. Anyone interested in getting tested is encouraged to call and be evaluated before June 8. The phone number is 860-470-7710.

Phase 1 for re-opening began May 20. Seven restaurants in Granby have filed for permits for outdoor seating.

Phase 2 is the next target date scheduled for June 17. Restaurants may open indoors, gyms, movie theaters, museums, and public libraries may also open. Youth sports may begin and social gatherings of up to 50 people may be allowed.

Phase 3 is targeted for July 20 with more openings and gatherings of up to 100 people being allowed.
Everyone eligible to vote in the August 11 primary will be sent an absentee ballot application in the mail by the Secretary of State. By Executive Order 7QQ, all voters may vote by Absentee Ballot if there is not a federally approved and widely accepted vaccine available at the time.

The polls will be open for the August 11 primary. The Registrar of Voters has a safety program in place.

A. Bond Projects Update

Bridges:

The firm WMC has been chosen as the design engineer for the Griffin and Hungary Road bridges.

The State has begun the engineering design work for Moosehorn Bridge and construction will likely be 2022 or 2023.

Donahue and Simsbury Road bridges will likely begin construction in 2022 or 2023.

School Projects:

Granby Memorial Middle School Roof

Northeast Collaborative Architects was chosen to perform architectural services. Preliminary paperwork has been filed with the Department of Administrative Services for the school construction grant. Project will go out to bid soon.

Building #1 Staircase and Science Classroom

Northeast Collaborative Architects was chosen to perform architectural services. Technical drawings and specifications will be shared with the School Project Building Committee on April 23, 2020. The grant application is scheduled to be submitted on June 10, 2020.

Both committees have been very busy. They are hoping for construction to begin next year.

The Granby Memorial High School Roof replacement timeline is dictated by the Department of Administrative Services. This grant will be considered in November 2021.

Town Manager Ward also gave an update on MIRA. They were not able to get the funds to update the facility. It looks as though the waste will be shipped out-of-state, most likely to Ohio or Pennsylvania. There has been no official notice as of yet. It is not likely the state will be coming up with the 3 to 5 million dollars to update the facility. Our contract will be good until 2027. We have until next year to opt out if we
choose. Town Manager Ward filed an RFP for alternatives and has received one response. He is still evaluating that.

Selectman Ballard inquired if there have been any updates with Agbotsics. Town Manager Ward reported he has requested a written plan from them. We need something more solid to work with. Selectman Kuhnly would like to see them come back for a question and answer session.

VII. FIRST SELECTMAN REPORTS (B. Scott Kuhnly)

First Selectman Kuhnly re-read the statement he read at the beginning of the meeting.

He also reminded people of the town sponsored Covid-19 testing on June 8, 2020. More information can be found on the town website.

VIII. SELECTMAN REPORTS (Sally King, Vice Chairman; Glenn Ballard, Mark Neumann, Edward Ohannessian)

No reports were given.

IX. ADJOURNMENT

ON A MOTION by Selectman King, seconded by Selectman Ballard, the Board voted unanimously (5-0-0) to adjourn the meeting at 7:31 p.m.

Respectfully submitted,

[Signature]

John D. Ward
Town Manager
MEMORANDUM

TO: Board of Selectmen

FROM: John D. Ward, Town Manager

REGARDING: IV. Unfinished or Tabled Business – Item A
Consideration of Establishment of a Long-Term Recovery Committee

Background
At the May 18, 2020 Board of Selectmen meeting, the Board approved the creation of a Long-Term Recovery Committee and at their June 1st meeting, the selectmen made multiple appointments to the board. (Please see attached memorandums dated May 18, 2020 and June 1, 2020).

It is recommended that Ms. Cynthia Adams be appointed as the representative of the medical profession. It is also recommended that Ms. Mary Ann Guarco, past President of the Granby Chamber of Commerce be appointed as the economic development representative until Ms. Kenyon returns from leave.

PROPOSED MOTION ONE: THE BOARD OF SELECTMEN HEREBY APPOINTS MS. CYNTHIA ADAMS TO THE LONG-TERM RECOVERY COMMITTEE.

PROPOSED MOTION TWO: THE BOARD OF SELECTMEN HEREBY APPOINTS MS. MARY ANN GUARCO TO THE LONG TERM RECOVERY COMMITTEE UNTIL THE RETURN OF MS. KENYON.

Enc.
MEMORANDUM

TO: Board of Selectmen

FROM: John D. Ward, Town Manager

REGARDING: V. Business – Item E
Consideration of Establishment of a Long-Term Recovery Committee

Background
The Connecticut Division of Emergency Management and Homeland Security (“DEMHS”) and the Governor’s office have requested that the Town create a Long Term Recovery Committee to assist Granby to recover from COVID 19. It has been the experience of FEMA, especially after Storm Sandy and Hurricane Maria that such committees are helpful. The goals of the Committee will be to ascertain the unmet needs of the community created by the COVID 19 crisis and to develop with partners methods to assist the citizens and businesses recover. In addition, the Committee would coordinate federal, state and local government resources. Lastly, they would create mitigation and reasonable risk reduction programs and policies.

The desired make-up of the committee would include business sector partners, nonprofits, voluntary organizations and philanthropic organizations. In addition, a 501(c) (3) entity is desired as they will act as a fiduciary for any funds.

A Long-Term Recovery Coordinator is also sought. The Coordinator will chair the Committee and be the liaison to the Region 3 DEMHS Long Term Coordinator. The only restriction from the state is that the position can not be filled by the Town’s Emergency Manager or anyone else involved in the response to the disaster. The makeup of the committee is requested to consist of a broad spectrum of citizens form the community.

Next Steps
The following committee composition and charge is presented for consideration:

Town of Granby
Long-Term Recovery Committee
May 2020

Resolve, that there be established for the Town of Granby, a committee having the following composition and charge:
COMPOSITION

The name of the committee shall be the Long-Term Recovery Committee

The Committee shall be appointed by the Board of Selectmen and shall consist of up to nine members and a Long Term Recovery Coordinator. Each member will represent a different interest; clergy, business owner, restaurant owner, social services, attorney, medical field, etc. The Town Manager is in the process of taking suggestions of interested individuals and anticipates returning to the Board with a list of names.

CHARGE

1) The Committee shall ascertain and prioritize the unmet needs of the community, residential and business, incurred as a result of the COVID-19 pandemic.

2) The Committee shall develop plans for the assistance of citizens and businesses in resolving the needs created by the Covid-19 pandemic.

3) The Committee shall develop mitigation and reasonable risk reduction programs and policies.

4) The Committee shall solicit and gain input from the public.

Action

If the Board of Selectmen is in agreement, it is recommended the Board vote to establish this committee.

PROPOSED MOTION ONE: THE BOARD OF SELECTMEN HEREBY CREATES THE LONG-TERM RECOVERY COMMITTEE WITH THE CHARGE AS PRESENTED.
MEMORANDUM

TO: Board of Selectmen

FROM: John D. Ward, Town Manager

REGARDING: IV. Unfinished or Tabled Business – Item A
Consideration of Establishment of a Long-Term Recovery Committee

**Background**
At the May 18, Board of Selectmen’s meeting, the Board approved the creation of a Long-Term Recovery Coordinator. (Please see attached memorandum dated May 18, 2020).

Proposed Members

<table>
<thead>
<tr>
<th>Category Representing</th>
<th>Proposed Appointee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long Term Recovery Coordinator</td>
<td>David Watkins</td>
</tr>
<tr>
<td>1. Professional Services (Legal, Financial, Insurance)</td>
<td>Philip Main, Esq.</td>
</tr>
<tr>
<td>2. Business Owner (Restaurant, Agriculture, Retail, Services)</td>
<td>Ginny Wutka</td>
</tr>
<tr>
<td>3. Medical Profession</td>
<td>-----</td>
</tr>
<tr>
<td>4. Social Services</td>
<td>Sandra Yost</td>
</tr>
<tr>
<td>5. Communications</td>
<td>Lori Blackburn</td>
</tr>
<tr>
<td>6. Volunteer</td>
<td>Eric Vincent</td>
</tr>
<tr>
<td>7. Education</td>
<td>Charles Hershon</td>
</tr>
<tr>
<td>8. Resident</td>
<td>Walter (Skip) Mission</td>
</tr>
<tr>
<td>9. Spiritual Needs</td>
<td>Clark Pfaff</td>
</tr>
<tr>
<td>10. Unmet Needs</td>
<td>Sandy Flagg</td>
</tr>
<tr>
<td>11. Economic Recovery</td>
<td>Abigail Kenyon</td>
</tr>
</tbody>
</table>

Ex-Officio Members:
1. Mr. Scott Kuhnly, First Selectman
2. Mr. John Ward, Town Manager
3. Mr. Jordan Grossman, Superintendent of Schools

It is intended that the committee may reach out to other citizens in each category for input and suggestions.
**Action**

**PROPOSED MOTION ONE:** THE BOARD OF SELECTMEN HEREBY APPOINTS MR. DAVID WATKINS AS GRANBY’S LONG TERM RECOVERY COORDINATOR.

**PROPOSED MOTION TWO:** THE BOARD OF SELECTMEN HEREBY APPOINTS THE FOLLOWING INDIVIDUALS TO GRANBY’S LONG TERM RECOVERY COMMITTEE: PHILIP MAIN, SANDRA YOST, LORI BLACKBURN, ERIC VINCENT, WALTER MISSION, CLARK PFAFF AND SANDY FLAGG.

**PROPOSED MOTION THREE:** TOWN MANAGER JOHN WARD AND SUPERINTENDENT OF SCHOOLS JORDAN GROSSMAN ARE APPOINTED EX OFFICIO TO THE COMMITTEE.
TO: Board of Selectmen
FROM: John D. Ward, Town Manager

REGARDING: V. Business – Item B
Consideration of Holcomb Farm Fund for Holcomb Farmhouse Improvement Funds.

The interior of the Holcomb Farm Farmhouse, including the annex, was scraped and painted to
remove all areas containing lead paint. The lead removal cost was $45,708.15 and Holcomb Farm
Inc. paid half ($22, 854.08).

The town hired Andrew Miller, owner of CT Lead Paint Solutions, to create the abatement
program, to oversee the project, to take dust samples and to submit all required paperwork to the
State of Connecticut and the Farmington Valley Health District (FVHD). This contract totaled
$1,840 and the Holcomb Farm Inc. paid half ($920.00).

On a separate project, one half of the house roof was replaced by Barret Builders who were hired
by CIRMA. The half that was replaced was determined to have enough damage to warrant the job
due to the hail storm that came through town in May of 2018. Even though the entire roof was in
poor condition, they only agreed to replace the side where the storm came in from. Barrett
Builders submitted an estimate of $9,875 to replace the remaining portion not covered by
CIRMA. Holcomb Farm Inc. verbally agreed to pay $1,225.92 to the town upon completion of the
roof. With your approval, I would like to schedule the remaining half with Barret Builders.

None of these amounts were budgeted in the Fiscal Year 2019-2020 adopted budget. Accordingly,
I am requesting an additional appropriation from the Holcomb Farm Improvement Fund balance
in the amount of $32,423.15 to fund these projects. There are sufficient funds in the Holcomb
Farm Improvement Fund to cover this appropriation.

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
APPROPRIATION OF $ 32,423.15 FROM THE HOLCOMB FARM IMPROVEMENT
FUND BALANCE TO FUND THE INTERIOR LEAD ABATEMENT AND ROOF
PROJECTS AND FORWARDS THIS REQUEST TO THE BOARD OF FINANCE TO
APPROVE.
# TOWN OF GRANBY
## BUDGET OPERATIONS SUMMARY
### MAY 2020

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% RECED</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>41010 Current Year Taxes</td>
<td>38,311,557</td>
<td>39,046,190</td>
<td>(734,633)</td>
<td>102%</td>
<td>Pymts. Due - July &amp; Jan.</td>
</tr>
<tr>
<td>41020 Prior Years Taxes</td>
<td>230,000</td>
<td>192,335</td>
<td>37,665</td>
<td>84%</td>
<td></td>
</tr>
<tr>
<td>41040 Interest &amp; Liens</td>
<td>130,000</td>
<td>128,230</td>
<td>1,770</td>
<td>99%</td>
<td></td>
</tr>
<tr>
<td>41060 Auto Supplement</td>
<td>300,000</td>
<td>450,962</td>
<td>(150,962)</td>
<td>150%</td>
<td>Billed - December</td>
</tr>
</tbody>
</table>

**Property Taxes**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% RECED</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>43170 Spec Ed / Excess</td>
<td>487,686</td>
<td>411,142</td>
<td>76,524</td>
<td>84%</td>
<td>Pymts. Due - Feb. 75% - June Bal.</td>
</tr>
<tr>
<td>43590 Tuition - Other Towns</td>
<td>884,284</td>
<td>727,852</td>
<td>156,432</td>
<td>82%</td>
<td>School Bills for Activity</td>
</tr>
</tbody>
</table>

**State Education Total**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% RECED</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>43110 Veterans Exempt GT</td>
<td>3,000</td>
<td>2,873</td>
<td>127</td>
<td>96%</td>
<td>By Assessor Appl. - Aug; Pymt. Dec.</td>
</tr>
<tr>
<td>43120 Misc - State</td>
<td>40,000</td>
<td>28,263</td>
<td>11,737</td>
<td>71%</td>
<td></td>
</tr>
<tr>
<td>43130 Telecommunications</td>
<td>14,000</td>
<td>15,251</td>
<td>(1,251)</td>
<td>109%</td>
<td>Pymt. Due - April</td>
</tr>
<tr>
<td>43310 State Owned Property</td>
<td>1,061</td>
<td>1,061</td>
<td>0</td>
<td>100%</td>
<td>Pymt. Due Oct.</td>
</tr>
<tr>
<td>43320 SS Dist Tax Relief</td>
<td>1,000</td>
<td>1,327</td>
<td>(327)</td>
<td>133%</td>
<td>Pymt. Due - Dec.</td>
</tr>
<tr>
<td>43340 E911 PSAP Grant</td>
<td>45,000</td>
<td>36,947</td>
<td>8,053</td>
<td>82%</td>
<td>Paid Grty. - Sept., Dec., Mar., &amp; June</td>
</tr>
</tbody>
</table>

**State Municipal Total**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% RECED</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intergovernmental Revenue</td>
<td>6,613,271</td>
<td>6,538,270</td>
<td>77,001</td>
<td>99%</td>
<td></td>
</tr>
<tr>
<td>43815 Town Clerk Fees</td>
<td>200,000</td>
<td>255,026</td>
<td>(55,026)</td>
<td>128%</td>
<td>Statutory Collections</td>
</tr>
<tr>
<td>43820 Planning &amp; Zoning</td>
<td>5,000</td>
<td>13,628</td>
<td>(8,628)</td>
<td>273%</td>
<td>Application Permit Fees</td>
</tr>
<tr>
<td>43830 Zoning Bd of Appeals</td>
<td>1,000</td>
<td>582</td>
<td>418</td>
<td>58%</td>
<td>Application Permit Fees</td>
</tr>
<tr>
<td>43840 Building Permits</td>
<td>120,000</td>
<td>270,110</td>
<td>(150,110)</td>
<td>225%</td>
<td>Building Permit Fees</td>
</tr>
<tr>
<td>43860 Inland Wetlands</td>
<td>2,000</td>
<td>4,921</td>
<td>(2,921)</td>
<td>246%</td>
<td>Permit/App. Fees</td>
</tr>
<tr>
<td>43870 Short Term Investments</td>
<td>40,000</td>
<td>129,289</td>
<td>(89,289)</td>
<td>323%</td>
<td></td>
</tr>
<tr>
<td>43890 Rents</td>
<td>28,000</td>
<td>29,295</td>
<td>(1,295)</td>
<td>105%</td>
<td>Drummer, School Rental</td>
</tr>
<tr>
<td>43990 Sale Maps &amp; Ordinances</td>
<td>100</td>
<td>222</td>
<td>(122)</td>
<td>222%</td>
<td></td>
</tr>
<tr>
<td>43700 Snow Plow &amp; Grading</td>
<td>5,000</td>
<td>7,484</td>
<td>(2,484)</td>
<td>149%</td>
<td>Private Roads</td>
</tr>
<tr>
<td>43710 Photocopying</td>
<td>1,500</td>
<td>375</td>
<td>1,125</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>43715 Open Farm Day</td>
<td>3,000</td>
<td>100</td>
<td>2,900</td>
<td>3%</td>
<td></td>
</tr>
</tbody>
</table>

*Page # 2*
## TOWN OF GRANBY
### BUDGET OPERATIONS SUMMARY
#### MAY 2020

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% REC'D</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>43740 Dispatch Services</td>
<td>30,050</td>
<td>30,500</td>
<td>(450)</td>
<td>101%</td>
<td>Police Bill For Dispatch Services</td>
</tr>
<tr>
<td>43745 Hay Rentals</td>
<td>10,000</td>
<td>20,830</td>
<td>(10,830)</td>
<td>208%</td>
<td>Haying - $10,000</td>
</tr>
<tr>
<td>43760 Library</td>
<td>14,000</td>
<td>7,071</td>
<td>6,929</td>
<td>51%</td>
<td>Book Fines, Trust Investment</td>
</tr>
<tr>
<td>43770 Contract - Bldg. Inspection</td>
<td>10,100</td>
<td>7,575</td>
<td>2,525</td>
<td>75%</td>
<td>Bldg. Dept. Bills Qtrly For Services</td>
</tr>
<tr>
<td>43790 Driveway Permits</td>
<td>300</td>
<td>220</td>
<td>80</td>
<td>73%</td>
<td>New Const. Activity</td>
</tr>
<tr>
<td>43800 Police Photo/Lic/Permits</td>
<td>8,000</td>
<td>6,948</td>
<td>1,052</td>
<td>87%</td>
<td></td>
</tr>
<tr>
<td>43840 Returned Check Fee</td>
<td>250</td>
<td>120</td>
<td>130</td>
<td>46%</td>
<td></td>
</tr>
<tr>
<td>43990 Pay For Participation</td>
<td>54,815</td>
<td>27,825</td>
<td>26,790</td>
<td>51%</td>
<td>Received from BOE</td>
</tr>
<tr>
<td>46038 Miscellaneous</td>
<td>32,899</td>
<td>44,526</td>
<td>(11,627)</td>
<td>135%</td>
<td>CIRMA rebate</td>
</tr>
</tbody>
</table>

Local Departmental Revenues Total: 565,814<br>
REVENUE RECEIVED: 866,824<br>
BAL DUE (EXCESS): (290,810)<br>% REC'D: 161%

| 43920 Cossitt Library Fund   | 30              | 30               | 0                | 100%    | By Transfer-Interest From Fund|
| 43931 Police-Engg Contractor Pymt. Fund | 18,500   | 18,500          | 0                | 100%    |                                |
| 43950 Transfer-in Fund Bal. | 600,000        | 600,000         | 0                | 100%    | By Transfer                   |
| 43955 Additional Appropriations | 129,931       | 129,931         | 0                | 100%    |                                |

Transfers in Total: 748,461<br>
REVENUE RECEIVED: 748,461<br>
BAL DUE (EXCESS): 0<br>% REC'D: 100%

Local Dept. Rev. & Transfer in Total: 1,314,275<br>
REVENUE RECEIVED: 1,805,088<br>
BAL DUE (EXCESS): (290,810)<br>% REC'D: 122%

**General Fund Revenues**<br>
REVENUE RECEIVED: 46,899,103<br>
BAL DUE (EXCESS): (1,059,968)<br>% REC'D: 102%
**TOWN OF GRANBY**  
**BUDGET OPERATIONS SUMMARY**  
**MAY 2020**  

<table>
<thead>
<tr>
<th>ACCT.</th>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>EXPENSED</th>
<th>ENCumbered</th>
<th>UNENCumbered ALLOTTMENT</th>
<th>% EXP.</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1001</td>
<td>General Administration</td>
<td>399,916</td>
<td>350,630</td>
<td>18,584</td>
<td>302</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>1003</td>
<td>Legal Services</td>
<td>19,000</td>
<td>6,455</td>
<td>10,175</td>
<td>2,370</td>
<td>83%</td>
<td></td>
</tr>
<tr>
<td>1005</td>
<td>Fringe Benefits</td>
<td>2,507,216</td>
<td>2,341,137</td>
<td>78,456</td>
<td>87,623</td>
<td>97%</td>
<td></td>
</tr>
<tr>
<td>1007</td>
<td>Town Clerk Operations</td>
<td>160,126</td>
<td>131,444</td>
<td>19,881</td>
<td>8,800</td>
<td>95%</td>
<td></td>
</tr>
<tr>
<td>1009</td>
<td>Probate</td>
<td>4,400</td>
<td>4,325</td>
<td>0</td>
<td>75</td>
<td>98%</td>
<td></td>
</tr>
<tr>
<td>1011</td>
<td>Contingency &amp; Reserve</td>
<td>226,297</td>
<td>168,707</td>
<td>20,700</td>
<td>36,890</td>
<td>84%</td>
<td></td>
</tr>
<tr>
<td>1013</td>
<td>Election Services</td>
<td>43,880</td>
<td>27,163</td>
<td>1,847</td>
<td>14,871</td>
<td>66%</td>
<td></td>
</tr>
<tr>
<td>1015</td>
<td>Boards, Reg. Prog., &amp; Staff Dev.</td>
<td>64,903</td>
<td>53,010</td>
<td>1,698</td>
<td>10,195</td>
<td>84%</td>
<td></td>
</tr>
<tr>
<td>1017</td>
<td>Revenue Collections</td>
<td>129,976</td>
<td>108,466</td>
<td>16,490</td>
<td>5,020</td>
<td>96%</td>
<td></td>
</tr>
<tr>
<td>1019</td>
<td>Property Assessment</td>
<td>190,718</td>
<td>162,913</td>
<td>22,817</td>
<td>4,988</td>
<td>97%</td>
<td></td>
</tr>
<tr>
<td>1021</td>
<td>Finance Management</td>
<td>340,809</td>
<td>275,608</td>
<td>15,362</td>
<td>48,639</td>
<td>86%</td>
<td></td>
</tr>
<tr>
<td>1023</td>
<td>Insurance</td>
<td>347,390</td>
<td>303,204</td>
<td>1,209</td>
<td>42,977</td>
<td>88%</td>
<td></td>
</tr>
<tr>
<td><strong>General Government</strong></td>
<td><strong>4,424,630</strong></td>
<td><strong>3,953,061</strong></td>
<td><strong>208,819</strong></td>
<td><strong>262,950</strong></td>
<td><strong>94%</strong></td>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>2001</td>
<td>Building Inspection</td>
<td>160,398</td>
<td>143,325</td>
<td>16,441</td>
<td>633</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>2003</td>
<td>Fire Prevention</td>
<td>353,433</td>
<td>335,756</td>
<td>3,787</td>
<td>13,889</td>
<td>96%</td>
<td></td>
</tr>
<tr>
<td>2005</td>
<td>Emergency Management</td>
<td>6,800</td>
<td>6,000</td>
<td>0</td>
<td>800</td>
<td>88%</td>
<td></td>
</tr>
<tr>
<td>2007</td>
<td>Health Services</td>
<td>153,760</td>
<td>138,758</td>
<td>0</td>
<td>15,002</td>
<td>90%</td>
<td></td>
</tr>
<tr>
<td>2009</td>
<td>Police Dept Administration</td>
<td>346,412</td>
<td>310,922</td>
<td>28,744</td>
<td>6,748</td>
<td>98%</td>
<td></td>
</tr>
<tr>
<td>2011</td>
<td>Police Oper. &amp; Communications</td>
<td>1,853,808</td>
<td>1,528,772</td>
<td>282,613</td>
<td>64,224</td>
<td>97%</td>
<td></td>
</tr>
<tr>
<td><strong>Pers. &amp; Prop. Protection</strong></td>
<td><strong>2,874,412</strong></td>
<td><strong>2,481,532</strong></td>
<td><strong>311,885</strong></td>
<td><strong>101,295</strong></td>
<td><strong>98%</strong></td>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>3001</td>
<td>Public Works Administration</td>
<td>198,366</td>
<td>178,210</td>
<td>19,511</td>
<td>645</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>3003</td>
<td>General &amp; Equipment Maint.</td>
<td>1,390,324</td>
<td>1,129,998</td>
<td>201,656</td>
<td>58,670</td>
<td>96%</td>
<td></td>
</tr>
<tr>
<td>3005</td>
<td>Solid Waste &amp; Recycling</td>
<td>849,100</td>
<td>685,187</td>
<td>147,654</td>
<td>16,259</td>
<td>98%</td>
<td></td>
</tr>
<tr>
<td>3011</td>
<td>Planning &amp; Engineering</td>
<td>31,400</td>
<td>20,523</td>
<td>6,587</td>
<td>4,289</td>
<td>98%</td>
<td></td>
</tr>
<tr>
<td>3013</td>
<td>Infrastructure Maintenance</td>
<td>895,244</td>
<td>618,974</td>
<td>127,146</td>
<td>38,124</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td><strong>Public Works &amp; Env.</strong></td>
<td><strong>3,154,434</strong></td>
<td><strong>2,532,893</strong></td>
<td><strong>502,555</strong></td>
<td><strong>118,986</strong></td>
<td><strong>96%</strong></td>
<td>**</td>
<td>**</td>
</tr>
</tbody>
</table>
# TOWN OF GRANBY
## BUDGET OPERATIONS SUMMARY
### MAY 2020

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<th>EXPENDED</th>
<th>ENCUMBERED</th>
<th>UNENCUMBERED ALLOTMENT</th>
<th>% EXP.</th>
<th>REMARKS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4001</td>
<td>Library Services</td>
<td>557,327</td>
<td>473,808</td>
<td>47,637</td>
<td>35,882</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>4003</td>
<td>Social-Senior-Youth-Services</td>
<td>331,348</td>
<td>202,429</td>
<td>21,603</td>
<td>107,316</td>
<td>68%</td>
<td></td>
</tr>
<tr>
<td>4005</td>
<td>Recreation Administration</td>
<td>96,111</td>
<td>87,795</td>
<td>7,316</td>
<td>1,000</td>
<td>99%</td>
<td></td>
</tr>
<tr>
<td>4009</td>
<td>Community Support</td>
<td>3,000</td>
<td>0</td>
<td>0</td>
<td>3,000</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lib., Rec., &amp; Soc. Services</td>
<td>587,786</td>
<td>764,032</td>
<td>76,556</td>
<td>147,198</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>6001</td>
<td>Capital Improvement</td>
<td>1,535,867</td>
<td>1,450,000</td>
<td>0</td>
<td>85,867</td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>7001</td>
<td>Debt Service</td>
<td>2,777,355</td>
<td>2,767,355</td>
<td>0</td>
<td>10,000</td>
<td>100%</td>
<td>Payable in August and February</td>
</tr>
<tr>
<td>Capital &amp; Debt Service</td>
<td>4,313,222</td>
<td>4,217,355</td>
<td>0</td>
<td>95,867</td>
<td>98%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Town Section</td>
<td>15,764,484</td>
<td>13,938,873</td>
<td>1,099,314</td>
<td>726,297</td>
<td>95%</td>
<td></td>
</tr>
<tr>
<td>8001</td>
<td>Board of Education</td>
<td>31,134,619</td>
<td>26,362,267</td>
<td>0</td>
<td>4,772,352</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>Board of Education</td>
<td>31,134,619</td>
<td>26,362,267</td>
<td>0</td>
<td>4,772,352</td>
<td>85%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>General Fund Expenses</td>
<td>46,899,103</td>
<td>40,301,141</td>
<td>1,099,314</td>
<td>6,498,849</td>
<td>88%</td>
<td></td>
</tr>
</tbody>
</table>
1. The work of the Town Hall continues.

2. The inaugural meeting of the Long-Term Recovery Committee was held on June 10, 2020.

3. CoVid-19 Update:
   a. The testing site at Town Hall on June 8, 2020 was a success. 123 individuals were tested.
   
      b. Phase 2 of the re-opening began June 10 and continues on June 20. Gyms, movie theaters, and museums may open. Youth sports, including Little League may begin. Social gatherings of up to 50 people may be allowed.

   c. Phase III will perhaps be as early as July 20. Bars, indoor arcades may open and social gatherings of up to 100 people may be allowed.
MANAGEMENT NOTES – June 15, 2020 Meeting

Assessor:

- End of year reports are provided to the Tax Collector to update files with real estate transfers, as well as new owners, so bills will be sent to the appropriate owner.
- Review, consolidate, and reconcile all assessments, elderly benefits, veterans, disabled, and fire and ambulance abatements for the mailing of the tax bills.
- Check and balance all real estate, motor vehicle and personal property files for accuracy.
- Prepare all real estate, motor vehicle and personal property files and send them to our vendor (QDS) to print and mail out the tax bills.
- Mail all eligible elderly and disabled homeowners the proper benefit that has been calculated and applied to their tax bill.
- Record and transfer all deeds, probate certificates, foreclosures, name changes, etc., from the Town Clerk's Office.
- Verify and process all real estate sales recorded.
- Continue to send in state reports to insure proper reimbursement to the town.
- Pro-rate, measure, list and value any new construction and send pro-rated tax bill to new homeowners.

Library:

- Curbside Pickup is in full swing. Over 200 patrons have taken advantage of the new curbside pickup since May 20th.
- Digital circulation continues to be high while the physical buildings are closed. Many new users are logging in to Libby/Overdrive and RBdigital for the first time.
- Last year in April and May, approximately 1,100 digital items were checked out by Granby patrons. During the same two months this year, approximately 2,530 items were checked out digitally.
- Staff continues to report to work on a daily basis with staggered schedules and reduced part-time hours.
- Work has begun in the reopening process for the library. Physical furniture and materials have started to be moved, PPE has been ordered, and staff training has begun. Official re-open dates are TBA, but they will include limited hours, appointment-based computer access, and continued curbside pick-up to maintain patron safety.
- The physical library buildings remain closed to the public. However, the library continues to serve the community via eBook circulation, online databases, and digital learning, as well as “live” telephone assistance Monday through Thursday 10 AM to 4 PM and Fridays 10 AM to 2 PM. Additional digital materials and databases have been provided to the public via the library website and publicized via our eNewsletter and social media accounts.

Cossitt Branch:

- A preliminary draft of the condition assessment for the Cossitt Restoration/Renovation Project has been received from the historic architects. The Cossitt Project Committee will meet in the near future to determine next steps.
Programming:

- In May, the library continued to post “virtual story times” to their Facebook account. In addition, there were nine Zoom programs for adults and teens, with 48 individuals in “attendance”. Several additional virtual programs are planned for June.
- June marks the beginning of the Summer Reading Program, “Good in Granby!” Patrons of all ages can register for the program, which runs June 22nd to August 8th.

Police Department:

The Granby Police Department is currently staffed at the authorized level of 16 sworn officers. However, one supervisor and one officer are on workers compensation leave due to knee injuries and one supervisor is out of work with a back injury; two are expected to return to work this month.

The Police Department has made some operational changes in response to the Covid-19 pandemic in order to protect the public and our employees. The changes are to minimize the chance of spreading or contracting the disease, to comply with the Governor’s orders, and to adapt to changes in operational procedures with other state and municipal agencies. We have now had seven officers with either potential exposure to Covid-19 or symptoms. All officers tested for Covid-19 were negative. However, they were out of work waiting for test results and/or symptoms to resolve.

A sampling of some of the cases responded to or investigated by the Granby Police Department since the last report is highlighted below:

**May 12, 2020:** A high school student sent a photo of his homework assignment to his teacher as directed. The student accidentally sent a photo of the same assignment with alcohol, drugs, and drug paraphernalia staged around the assignment. This picture created a police response.

**May 13, 2020:** At about 2:30 a.m., officers responded to a report of a man out of control. The man had recently gotten out of prison, was believed to have smoked crack cocaine and marijuana, was armed with a knife, and acting paranoid. Officers were able to control the man and he was sent to the hospital.

**May 20, 2020:** At about 8:20 a.m., two Hartford Avenue men were involved in an altercation over an X-Box. One of the men assaulted the other. He was arrested for Assault, Strangulation, and Disorderly Conduct.

**June 3, 2020:** At about 3:50 a.m., there was a burglary at Food Bag. Two men pried open the front door and stole the ATM machine. The same men are suspects in similar burglaries in Southwick.

**June 3, 2020:** The protest in Granby center was peaceful and well attended.
June 5, 2020: A Hartford Avenue woman complained that a man was destroying her mailbox. The man had damaged her mailbox and removed it from the post. It turned out that the man was from a sign company that had left the post in place since September 2019. Angry that the new homeowner had cut the post and installed a mailbox, he confronted the homeowner and removed the mailbox, causing damage in the process. The man was given a ticket for creating a public disturbance.

June 5, 2020: A woman reported that someone had compromised her email, Venmo, Cox and other accounts and changed her passwords. Money was transferred out of her accounts.

Public Works:

- All town buildings are disinfected on a daily basis.
- Kearns School continues to be monitored for building maintenance and concerns as time permits.
- Shields have been made and installed in offices to create a barrier between residents and employees.

Road Work:

- Pothole patching is done on an as-needed basis.
- Removal of broken curbs and repairs to lawns due to winter operations is completed.
- Estimates are completed for the road overlay program and work by outside contractors is being scheduled for mid to late July.
- Crews are in the process of replacing/rebuilding basins.
- Guardrail replacements are ongoing due to deterioration or motor vehicle damage.

Equipment and Maintenance:

- Repairs are ongoing to police vehicles, senior vans, and DPW equipment.

Grounds:

- Mowing, spring trimming, plantings, and spreading bark mulch are ongoing.

Special Notes:

- The transfer station has been very busy due to resident's home building projects and yard clean-ups.
- The DPW staff continue to meet every day needs but are hampered by the amount of time spent disinfecting vehicles and buildings.
- As of 6/11/2020, 35 bear barrels have been sold.
- OSHA policy recommendations and training procedures continue to be worked on.
- Griffin, Hungary, and Moosehorn Bridges are going through the permit and design phase.
- Roads scheduled for various processes of our current overlay program are: Acorn, Heather, Nestor, Lost Acres, Harvey, Donahue, Elizabeth, and Crest.
- Sweeping of the developments and various areas have been completed.
• Enders Road has been closed off to traffic at the property line between the state and town.

Recreation and Leisure Services:

• Staff attended Webinars on Covid re-opening procedures.
• All craft supplies were unboxed, organized, and stocked in upstairs room.
• Staff is back to their normal work schedules.

Registrar of Voters:

• There has been a lot of conflicting information on how to proceed for the primary.
• There was a conference call with the Secretary of the State (SOTS) and a county meeting. They used different numbers on supplies to expect, but both clearly anticipate Registrars will need to take care of ordering some of their supplies.
• The first draft of the department’s safe polls plan will need to be amended, as it is to include all supplies needed, regardless of source. The outstanding item of contention is the SOTS request to order 80% absentee ballots and 80% polling place ballots, which equals 160% of the town’s voter registry. This appears to be an extreme measure to take when historical data suggests a low turnout in mid-August.
• An e-mail has been forwarded to the Director of DPW regarding the use of plexiglass shields for the primary.
• The SOTS contact, Heather Auglieri, claims the office missed the deadline for receipt of our party nomination certification. We may be able to still appear on the November ballot on our party line, otherwise we will need to either go on as petitioning candidates or write-ins.
• Two different webinars on mail-in voting that explained the process were generally very reassuring.

Social Services:

• Renter’s Rebate applications are currently being accepted. Applicants bring their documents to the door and wait on the bench in front of the Senior Center (weather permitting), while the paperwork is completed or the Director picks up documents from applicant to process.

Senior Services

• The Commission on Aging met on June 8th for an update and to discuss what the Senior Center has been offering. Very positive feedback was received.
• AARP Tax Prep service will process returns with drive-up service for those pre-registered (prior to COVID). Clients will remain in their car and on the phone with the preparer. Granby is one of a handful of pilot sites for this service.

Youth Services

• Reading about Race: A Zoom discussion group for teens and other adults is in the works.
• An intergenerational art contest is planned in cooperation with the Senior Center. The theme is: Impressions: Granby and the Pandemic.
- Summer programs include social skills building groups: Girls Circle and Who's Dating Who.

**Town Clerk:**

- Dog licensing is well under way.
- Land record recordings continue with an increase in mortgage refinancing and property sales. One sale in particular was the Upstream Properties (3 Murtha's Way) to Grand Rock Heart LLC, Easton, Maryland in the amount $33,000,000. Conveyance tax to the town was $83,250.
- Fifty-eight new maps were received to be processed and filed in relation to the new apartments to be built on Salmon Brook Street.