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Meeting ID: 885 4351 4500
Passcode: 893686

TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING
MONDAY, AUGUST 15, 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 – August 1, 2022
B. Approval of Regular Meeting Minutes – August 1, 2022

IV. APPOINTMENTS

• Lower Farmington River and Salmon Brook Wild and Scenic Committee – Alternate (Fred Jones)
• Inland Wetlands and Watercourses Commission (Jason LaChance)
• Planning and Zoning (Margaret Chapple)

V. OLD BUSINESS

A. Strategic Plan Update – See Agenda Item VI D

VI. BUSINESS

A. Consideration of Use of ARPA Funds for HVAC at GMHS and Wells Road School
B. Consideration of Simsbury/Granby Chamber of Commerce Celebrate the Valley Request – Approval of Use of Alcohol During Their Annual Event
C. Consideration of Election of Vice Chairman
D. Board and Commission Strategic Plan Discussion
VII. TOWN MANAGER REPORT
   A. Budget Operations

VIII. FIRST SELECTMAN REPORT (Mark Fiorentino)

IX. SELECTMAN REPORTS
   (Margaret Chapple, Frederick A. Moffa, Mark C. Neumann, Kelly O. Rome)

X. EXECUTIVE SESSION

XI. ADJOURNMENT

   The Next Regular Meeting is Scheduled for September 6, 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 John D. Ward, 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
Margaret Q. Chapple
Frederick A. Moffa
Mark C. Neumann
Kelly O. Rome

TOWN MANAGER

Erica P. Robertson
TOWN OF GRANBY
MINUTES OF PUBLIC HEARING
Monday, August 1, 2022

Granby Town Hall
Town Hall Meeting Room
15 North Granby Road
Granby, CT 06035

PURPOSE: PUBLIC HEARING TO RECEIVE CITIZEN INPUT ON THE PROPOSED AMENDMENTS TO CHAPTER 144, SOLID WASTE ORDINANCE

Pursuant to the foregoing notice, The Hon. Mark Fiorentino, First Selectman called the Public Hearing to order at 6:45 p.m. to receive citizen input on the proposed amendments to Chapter 144, Solid Waste Ordinance.

PUBLIC COMMENT

First Selectman Mark Fiorentino invited members of the public present and wishing to speak to do so at this time.

Town Manager, Erica P. Robertson explained to residents that the proposed changes were to clean up old language and to codify some of the changes to make the ordinance more flexible to allow for future changes when appropriate. Town Manager, Erica P. Robertson further explained that many of the changes were to correct the organization of the current ordinance.

There being no public wishing to speak before the hearing, First Selectman Mark Fiorentino declared the Public Hearing closed at 6:49 p.m.

Respectfully submitted & attested,

[Signature]

Scott A. Nolan
Town Clerk

Received for Record August 3, 2022
By SCOTT A. NOLAN, Town Clerk
TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR MEETING

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Members Present: First Selectman Mark Fiorentino
Selectman Frederick Moffa - Via Zoom
Selectman Mark Neumann
Selectman Kelly Rome

Others Present: Erica P. Robertson, Town Manager
Kimi Cheng, Director of Finance - Via Zoom
Kirk Severance, Public Works Director

The Hon. Mark Fiorentino, First Selectman called the regular meeting of the Board of Selectmen to order at 6:00 p.m.

I. PLEDGE OF ALLEGIANCE

First Selectman Mark Fiorentino led members of the Board of Selectmen in the Pledge of Allegiance.

II. PUBLIC SESSION

Maureen Eberly (37 Silkey Road) addressed members of the Board of Selectmen regarding her concern for the consistency of various Boards and Commissions’ goals and objectives and specifically requested that each Board and Commission submit goals and objects that are consistent and how goals and objectives would be reached and measured. Ms. Eberly went on to explain that the Planning & Zoning Commission had submitted goals that included roundabouts and industry and that she would like to see the Planning & Zoning Commission become more of an advisory board.

III. MINUTES

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

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the Minutes of the Special Board of Selectmen Meeting of July 14, 2022.

The motion was seconded by Selectman Kelly Rome which passed by a unanimous voice vote. (4/0/0) MOTION CARRIES.

IV. APPOINTMENTS

First Selectman Mark Fiorentino informed members of the Board of Selectmen that there are currently two official vacancies that need to be filled including the Lower Farmington River and

(Continued on Next Page)
Salmon Brook Wild & Scenic Committee Alternate, along with a vacancy on Inland Wetlands & Watercourses Commission. First Selectman Mark Fiorentino noted that interested parties should reach out as soon as possible in order to get vacant positions filled.

V. OLD BUSINESS

A. IBAC Update

First Selectman Mark Fiorentino suggested that at this time it might be wise to remove IBAC from the Old Business portion of the agenda as no formal action is needed in the immediate future. First Selectman Mark Fiorentino indicated that informal meetings would continue and as soon as business is needed to be conducted it could be re-added to the agenda.

B. Strategic Plan Update – See Agenda Item C.

First Selectman Mark Fiorentino updated members of the Board of Selectmen that the various Boards and Commissions have been asked to provide the Board of Selectmen with goals and objections in order to begin working on the Town’s Strategic Plan and that the goals and objections would be discussed later in the meeting.

VI. NEW BUSINESS

A. Consideration of Changes to Chapter #144, Solid Waste Ordinance

First Selectman Mark Fiorentino updated members of the Board of Selectmen regarding the proposed technical changes that the Board of Selectmen recommended be made. Selectman Mark Neumann added that he believes these are necessary changes that need to be made and inquired what the plan would be going forward regarding Municipal Solid Waste (MSW).

Town Manager, Erica Robertson further explained the changes to the Municipal Solid Waste Ordinance and that the changes were a part of a large conversation taking place in the State of Connecticut, and that the recommended changes were just the first step as the State continues to discuss issues around Municipal Solid Waste.

First Selectman Mark Fiorentino commented that he would like to make the following additional amendments:

- In section §144-2 (Operations) Section D, First Selectman Fiorentino noted that “dumping area” should be changed and read as “transfer station”.

(Continued on Next Page)
In section §144-4 (Definitions), First Selectman Fiorentino noted that there were currently no definitions defined and inquired whether or not that particular section should be removed. 

In section §144-11 (Penalties for offenses), First Selectman Fiorentino noted that footnotes had been added throughout the document and explained that they don’t seem to serve a particular purpose and inquired if they should be removed or not.

In section §144-16 (Residential Refuse Collection Policy), First Selectman Fiorentino inquired who decided on the residential refuse collection policy and who would be responsible for deeming items.

Answering questions from the Board of Selectman, Erica Robertson, explained that the State of Connecticut and the vendor would decide when items listed as recyclable, or items deemed unacceptable would be collected or not.

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

**BE IT RESOLVED,** that the Granby Board of Selectmen hereby approves the proposed amendments to Ordinance 144, Solid Waste, as amended on August 1, 2022, with the addition of changing the words “dumping area” to “transfer station” in section §144-2 (Operation).

The motion was seconded by Selectman Mark Neumann which was passed by a unanimous voice vote. (4/0/0) MOTION CARRIES.

**B. Use of Program Income from CT Small Cities Community Development Block Grant (CDBG) Program**

Town Manager, Erica Robertson updated members of the Board of Selectmen regarding the use of Program Income from CT Small Cities Community Development Block Grant (CDBG) Program and explained that the Town of Granby has been a participant in the CT Small Cities Community Development Block Grant program for many years and that the Town has not received new funding from the program in the past several years as income funds are generated by the repayment of private residential rehabilitation loans made to income-eligible individuals for repairs to their home.

Town Manager, Erica Robertson further explained to members of the Board of Selectmen that the regulations for the State CDBG Program require that the Town of Granby provide its citizens with reasonable advance notice of, and an opportunity to comment on the proposed use of funds for an activity that is different than the original activity that generated them which, Town Manager, Erica Robertson indicated had been completed at this time.

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

(Continued on Next Page)
Whereas, the Town of Granby has received funds under the Connecticut Small Cities Community Development Block Grant (CDBG) Program, administered by the State of Connecticut, Department of Housing, pursuant to Title I of the Housing and Community Development Act of 1974 as amended; and

Whereas, the Town of Granby has expended those funds pursuant to Title I of the Housing and Community Development Act of 1974, the Code of Federal Regulations, and the Assistance Agreement, and,

Whereas those funds received by the Town of Granby have generated Program Income.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) of the Code of Federal Regulations.

2. That it realizes Program Income is governed by Title I of the Housing and Community Development Act of 1974.

3. That it may use Program Income only for the following activities:
   a) The activity that generated the program income if the activity continues to meet the requirements of Title I of the Housing and Community Development Act of 1974.
   b) Any additional activity that meets the requirements of Title 1 of the Housing and Community Development Act if the Town receives DOH’s written approval to fund it with Program Income.

4. That it may use Program Income to fund Administrative and Program soft costs within the following limits:
   - Administrative Costs: 8%
   - Total Administrative and Program Soft Costs:
     (Housing Rehabilitation Activities Only): 12%
     (All Activities Except for Housing Rehabilitation): 20%

5. That it is hereby amending the Program Income Plan(s) that was adopted for the original activity that generated the Program Income to permit the funding of additional activities from that Program Income.

BE IT RESOLVED, that the Granby Board of Selectmen hereby approves the following resolution for the use of Program Income to reprogram program income, not to exceed $100,000.00 for the purchase and installation of kitchen equipment for the Granby Senior Center.

The motion was seconded by Selectman Mark Neumann which was passed by a unanimous voice vote. (4/0/0) MOTION CARRIES.

C. Board and Commission Strategic Plan Discussion

(Continued on Next Page)
First Selectman Mark Fiorentino thanked members of the various Boards and Commissions for their willingness to volunteer and help with the Strategic Plan discussion and reminded members of the public that the Strategic Plan would be a process and that nothing being discussed at the meeting was being decided at the current time. First Selectman Mark Fiorentino explained that after the presenter, the Board of Selectmen and then the Public would be allowed to ask follow-up questions and make public comments.

Presenting for the Board of Finance, Chairman Michael Guarco presented the current goals/objectives being offered by members of the Board of Finance which include:

1. Promote efforts to grow the commercial segment of the Grand List to 10% as targeted within the Plan of Development.
2. Maintain a reasonable stability in the scope of operations, the expense of those operations, and their cost to the taxpayers in order to efficiently deliver critical and basic municipal and educational services to Granby residents.
3. Preserve a strong financial position as overseers of the fiscal aspects of managing the Town of Granby and its balance sheet as we endeavor to meet both near-term and long-term needs, both operating and capital.

Susan Regan (62 Hungary Road) inquired what the specific strategy would be in order to meet goals and believes that the Town needs to focus more on revenue efforts and less on spending. Ms. Regan went on to explain that the Town review how many assets the Town has and is concerned about how much the Town depends on residential taxes.

Presenting for the Agricultural Commission, Heather Lombardo presented the current goals/objectives being offered by members of the Agricultural Commission which include:

1. Right to Farm Ordinance being adopted by Town leaders and to recognize that our rural agricultural community is of high value as it pertains to Town Farm Ordinance would echo the Connecticut State Right to Farm law which aims to protect forms and agricultural operations, abiding by generally accepted and standard farming practices from nuisance lawsuits. At a time where it is increasingly difficult for farmers to keep land in agriculture, it is imperative that local town government demonstrates results support for our farmers in keeping land viable and in use for agricultural purposes for years to come.
2. Permanent Preservation of Holcomb farm and prime land soils are rapidly disappearing in Connecticut. If the Holcomb property, a model of farming sustainability and preservation is developed, this prime farmland and piece of history will be lost forever. A conversation easement for Holcomb Farm ensures the intentions of its original stewards, that it will permanently remain farmland as town management and board membership change.

(Continued on Next Page)
Presenting for the Conservation Commission, Melinda Gould presented the current goals/ objectives being offered by members of the Conservation Commission which include:

1. The Town of Granby shall achieve Sustainable CT Bronze Certification by the Spring of 2023.

Presenting for the Planning & Zoning Commission, Mark Lockwood presented the current goals/ objectives being offered by members of the Planning & Zoning Commission which include:

1. Pursue the enhancement of Granby Center through both streetscape and landscape improvements, additional residential opportunities, beautification, of existing buildings, increased connectivity, and the promoting of a mix of uses. These could include:
   a. Sidewalk and crosswalk improvements
   b. Uniform sidewalk lighting, planter boxes, benches, etc.
   c. Study and plan for Town Green area
   d. Mix of housing options (Zoning Regulation changes)
   e. Mixed uses (Zoning Regulations change)
   f. Façade improvement program
   g. Work to increase the number of special events within the Center

2. Promote additional commercial and industrial opportunities where appropriate and in a manner that fulfills Granby’s Ten-Year Vision. This could include:
   a. Uses that are responsive to changes in market: TI and ED Zone revisions and Home Occupation revisions (Zoning Regulation Changes).
   b. Design criteria to avoid strip developments (Zoning Regulation change).
   c. Promote the construction of commercial projects in an effort to have commercial developments make 10% of the Town’s total Grand list,
   d. Consider an extension of the existing sewer lines where such extensions will encourage new commercial uses or provide for commercial expansion.
   e. Study benefits of adopting a Tax Increment Financing strategy.

3. Develop and implement policies and practices that ensure streets are safe for all users. This could include:
   a. Pursue opportunities to provide bike paths/lanes.
   b. Create inventor of roads and intersections that are deficient in safety/ design and prepare long-range plan for their improvement.
   c. Make improvements when reconstructing roads to account for pedestrians and bicyclists.
   d. Develop a system of central parking areas and user-friendly sidewalks that include landscaping and benches to encourage pedestrian traffic and reduce vehicular movements.

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TOWN OF GRANBY
BOARD OF SELECTMEN
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e. Curb extensions, roundabouts, landscaped median strips, pavement treatments, and increased roadside vegetation should be explored in an effort to increase speed and improve the aesthetics of the residential environment.
f. Require the construction of sidewalks when commercial and multifamily developments are approved (Zoning Regulation change).

Presenting for the Development Commission, Martin Schwager presented the current goals/objectives being offered by members of the Development Commission which include:

1. Enhanced opportunities to build on Granby values in order to foster a community that attracts young people and families and where current residents are able to remain in Town.
   a. This may include:
      i. Focus on school curriculum that strives to offer both a four-year college preparatory track and technical/vocational learning opportunities.
      ii. Provide a variety of housing options at varying price points to best meet the needs of both current and future residents. This would allow current residents to age in place and newcomers to find housing that fits their lifestyle and needs.
      iii. Develop a marketing plan to promote Granby assets and what makes our community special, including regional proximity; our open spaces; recreational opportunities; high-quality school system; agricultural base and opportunities; regional industries and businesses; and regional cultural, historical, and entertainment venues, etc.
   b. Measurable Outcomes:
      i. Population/demographic data.
      ii. School programming information.
      iii. Housing data/construction information
      iv. Marketing plan.

2. Continue the improvement and enhancement of Granby Center.
   a. This may include:
      i. Pursue streetscape improvements to create a cohesive environment in Granby Center.
      ii. Hire a firm to assess the Town Green and propose a design plan for the area.
      iii. Evaluate the Zoning Regulations to allow additional uses, the mix uses.
      iv. Provide additional housing opportunities in the Town Center area, including improvements to existing properties.
      v. Partner with local businesses to promote branding of the area.
     vi. Seek opportunities to host events in the Granby Center area-programming opportunities for the Town Green, farmer’s artisan market, holiday events, and recognitions, etc.
   b. Measurable Outcomes:

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TOWN OF GRANBY
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i. Grant securement for streetscape improvements.
ii. Funding allocation for Town Green design firm and design plan outcome.
iii. Zoning Regulation changes.
iv. Housing data.
v. Number of events held in the area.

Presenting for the Inland & Wetlands Commission, David Tolli presented the current goals/objectives being offered by members of the Inland & Wetlands Commission which include:

1. Protect, preserve, and enhance wetlands and watercourses to ensure these resources provide essential functions and values to the citizens of the Town.
2. Encourage and promote ecologically sound development practices.
3. Provide education to the public to create a more comprehensive community understanding of the functions and values of the wetlands, watercourses, and watershed, and associated regulatory processes.

Presenting for the Commission on Aging, Jean Donihee-Perron presented the current goals/objectives being offered by members of the Commission on Aging which include:

1. To secure additional space for senior activities, services and resources.

VII. TOWN MANAGERS REPORT

Town Manager, Erica Robertson reported to members of the Board of Selectmen that the Radio Communications Project has been hard at work to move forward and bid specifications have been created and will be ready shortly.

Town Manager, Erica Robertson reported to members of the Board of Selectmen that the Moosehorn bridge is currently the Town, and our consulting engineers are working with the State to conduct some value engineering for the project. Town Manager, Erica Robertson also explained that the Town has recently received good news on the remaining two bonded bridge projects (Donahue and Simsbury Road) will now be 100% covered by the State of Connecticut and Federal programs.

Town Manager, Erica Robertson reported to members of the Board of Selectmen that the Department of Public Works has been hard at work with Summer Road Maintenance Projects and that the staff had spent a significant amount of time preparing Loomis Street and sections of Kelly Lane, and Quarry Road for Paving.

Town Manager, Erica Robertson reported to members of the Board of Selectmen on the budget and noted that the Finance Office is busy closing the books on FY2022.

(Continued on Next Page)
VIII. FIRST SELECTMAN REPORT

First Selectman Mark Fiorentino reported to members of the Board of Selectmen that he is grateful for the work that Town Manager Erica Robertson is doing. First Selectman Mark Fiorentino also indicated that our Town Manager was currently working on a spreadsheet to help keep track of the various projects that are happening.

IX. SELECTMAN REPORTS

Selectman Kelly Rome reported to members of the Board of Selectmen that the Park and Recreation events have had great turn out recently and the staff is doing a wonderful job. Selectman Kelly Rome also reported on the Library book sale and that sales went really well.

X. EXECUTIVE SESSION

No executive session took place.
XI. ADJOURNMENT

There being no more business to come before the meeting, Selectman Mark Neumann made a motion to adjourn the Regular Board of Selectmen Meeting at 9:21 p.m., which was seconded by Selectman Kelly Rome and passed by unanimous voice vote. (4/0/0) **MOTION CARRIES.**

Respectfully submitted & attested,

[Signature]

Scott A. Nolan
Town Clerk

Received for Record August 10, 2022
By SCOTT A. NOLAN, Town Clerk
TOWN OF GRANBY

MEMORANDUM

DATE: August 15, 2022

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager

REGARDING: IV. - Appointments

The following positions 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 IWWC for the balance of a four-year term beginning immediately and ending January 8, 2024. (Jason LaChance)

That ________ be appointed to the Planning & Zoning Commission for the balance of a four-year term beginning immediately and ending November 18, 2025. (Margaret Chapple)
MEMORANDUM

DATE: August 15, 2022

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: VI. BUSINESS - ITEM A
To Consider and Act on the IBAC recommendations for the use of ARPA Funds

BACKGROUND
This request is the second of what will be several action items to move our ARPA funded projects forward. In June the BOS approved two technology projects, the CAD/RMS system for the Police Department and the online permitting system for the Community Development department. We have continued to scope and price phase one projects.

The BOE has requested to advance the HVAC projects at Granby Memorial High School and Wells Road School. In the ARPA listing, these are projects #1 and #5. The original estimate was for a combined cost of $1,025,000. The current estimate is for $1,135,166, or an additional $110,166. The GMHS project is $148,957 over the original estimate and Wells Road School is under the estimate by $38,792.

Granby Memorial High School Heating Ventilation and Air Conditioning (HVAC):
The scope of the GMHS HVAC project is to deliver air conditioning to the Technical Education, Culinary Arts, Choral Instruction and Band and Instrument classrooms as well as to the cafeteria and kitchen. These are large spaces where students and staff congregate and are the most challenging areas in the building to keep comfortable. The activity level and specific heat generating equipment requirements in these spaces also supports the introduction of air conditioning. Currently, the media center is the only large instructional space in GMHS that is air conditioned. Given the number of students and staff that occupy the high school, the introduction of air conditioning in the additional space begins to provide an adequate center for cooling. **Total Cost $848,957.31**

Wells Road Intermediate School Heating Ventilation and Air Conditioning (HVAC):
There is currently no HVAC in the oldest part of Wells Road Intermediate School. This means there is no way to introduce fresh air in these eleven classrooms. The introduction of fresh air, the filtering of air and the monitoring of air quality in schools is a contemporary professional standard that is currently not being met in these areas. All of the remaining areas of Wells Road Intermediate School and all of the other spaces in the District incorporate HVAC systems, and the monitoring of air quality. The State of Connecticut looks to regulate and legislate this important component of education. **Total Cost $286,208.24**

PROPOSED MOTION
To authorize the Town Manager to expend funds for projects #1 (GMHS HVAC) and #5 (Wells Rd HVAC) on the ARPA project list for a total of $1,135,166.
TOWN OF GRANBY

MEMORANDUM

DATE: August 15, 2022

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: V. BUSINESS – ITEM B
Consideration of Simsbury/Granby Chamber of Commerce Celebrate the Valley Requests – Approval of Use of Alcohol During Their Annual Event

BACKGROUND

On behalf of the Simsbury/Granby Chamber of Commerce, Sally Rider, Chairperson for Celebrate the Valley, requests permission for the sale of alcohol at their event on September 22nd through September 24th with Zen Catering and Thomas Hooker Brewery providing catering service with alcohol. There are no organized activities scheduled at the park during that time.

The Chairperson for Celebrate the Valley requests permission for a general overall permit to sell and consume alcohol for the three dates (Sept. 22nd and 23rd from 6:00 p.m. -9:00 p.m. and September 24, 2022 from 10:00 a.m. to 10:00 p.m.), in accordance with State law and the Ordinance Authorizing Promulgation of Rules and Regulations for Parks.

The Chairperson is taking the necessary steps to ensure that all State laws relating to the sale or consumption of alcoholic beverages will be strictly complied with. The alcohol will be self-contained in a fenced in area.

I recommend concurrence with their requests and will notify the Police Department, Fire Department, and other safety officials and user groups of this event, if approved.

PROPOSED MOTION

To approve the Simsbury/Granby Chamber of Commerce request for the sale of alcohol at their event, Celebrate the Valley, on September 22nd through September 24th at Salmon Brook Park.
TOWN OF GRANBY

MEMORANDUM

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

REGARDING: V. BUSINESS – ITEM C
Consideration of Election of Vice Chairman

Background
A Vice Chair is typically elected by the BOS for their 2-year term. On December 6, 2021, Sally King was reelected as Vice Chair. With her recent resignation from the BOS, a new vice chair should be elected.

Proposed Motion
To elect Selectman ______________________ as Vice Chairman of the Board of Selectmen.
MEMORANDUM

TO: Board of Selectmen

FROM: Erica Robertson, Town Manager

REGARDING: VI. BUSINESS – ITEM D
Board and Commission Strategic Plan Discussion

Background
As part of the Board of Selectmen’s strategic planning process each Granby Board and
Commission was asked to submit strategic objects to the BOS. We have split the Boards and
Commissions into two sessions. Tonight, we will hear from:

Youth Services Bureau
Library Board
Parks & Recreation Board
Board of Education
TOWN OF GRANBY

MEMORANDUM

DATE: August 15, 2022

TO: Board of Selectmen

FROM: Erica P. Robertson, Town Manager

RE: VII. TOWN MANAGER REPORT

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.

Library News

On Saturday, August 6th, the library finished their Summer Library Celebration, as well as the mostly IMLS-grant-funded Trail Map Challenge. Although the numbers are still being tallied, it appears attendance at the summer programs broke records. In total, over 900 people signed up for the Summer Library Celebration, with visitors attending programs, checking out materials and spending time in the libraries air-conditioned spaces. In addition, over 400 people signed up for the GPL Trail Map Challenge and the feedback has been overwhelmingly positive. Many patrons commented they enjoyed spending time with their families completing the tasks, they visited areas of the Town they had never explored before and they inquired about the library do similar programs in the future. The next step for both programs is to collect feedback to help with future planning, as well as requests for funding. Citizens who participated in either program were asked to fill out a survey to help the library plan for the future: https://forms.gle/MJ8GPpPA6dE8h8WMy9

The Granby Public Library now has an App. Download “Library Connection Mobile” from your Google or Apple App store and access library resources at the touch of a button. The App will allow you to access your library account, search for items in the collection and register for events with ease. For more information on how to use the App, visit the library website and click on “Library Mobile App.”

Police Update

During a ceremony on July 18th, Danny McCauley was sworn in as a new Granby Police Officer. Danny was sworn in and Officer Michael Joseph and Officer Michael Camilleri were promoted to sergeant. Chief Rosensweig promoted Officers Michael Joseph and Michael Camilleri to Police Sergeant. Prior to becoming a Granby Officer ten years ago, Sergeant Joseph was a Granby Police Dispatcher. Officer Camilleri came to Granby five years ago after a 20-year career at the West Hartford Police Department Macaulay comes to the Granby Police Department after a 20-year career with the Vernon Police Department. All three officers are Granby residents.

Congratulations to our new sergeants and welcome to our newest officer.
TOWN OF GRANBY

MEMORANDUM

DATE: August 15, 2022

TO: Erica P. Robertson, Town Manager

FROM: Kimi Cheng, Director of Finance

Highlights for Revenues:

The first month’s tax collection is consistent with the previous years at 47%.

For the past three fiscal years, the Town Clerk Fees had been collected over the budget amount, at over 180%. Thus, the first month’s Town Clerk revenues used to be more than 15%. With a 9% revenue rate in the first month, we should have no problem reaching our budget amount of $200,000 but should not be expecting high revenue percentages like the past three years.

As of 8/10/22, the daily rate for STIF is 2.20%, or a 7-day yield is 2.18%, much higher than last year. So, we are expected to receive more than the budgeted revenue for short-term investments.

We received a total of $30,706 from CIRMA for a share of CIRMA’s latest $5 million Members’ Equity Distribution in July 2022, a practice that CIRMA has done for the past twelve years.

Highlights for Expenditures:

For Debt Service, 2021 Series C’s interest was due and paid in July, which contributed to the percentage difference.
CURRENT YEAR TAX COLLECTION DATA

FY 18-19: 45%
FY 19-20: 49%
FY 20-21: 48%
FY 21-22: 48%
FY 22-23: 47%
## TOWN OF GRANBY
### BUDGET OPERATIONS SUMMARY
#### JULY 2022

<table>
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<tr>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>REVENUE RECEIVED</th>
<th>BAL DUE (EXCESS)</th>
<th>% REC'D</th>
<th>REMARKS</th>
<th>Jul 21 % REC'D</th>
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<td>41010 Current Year Taxes</td>
<td>41,300,483</td>
<td>19,565,281</td>
<td>21,735,202</td>
<td>47%</td>
<td>Pymts. Due - July &amp; Jan.</td>
<td>48%</td>
</tr>
<tr>
<td>41020 Prior Years Taxes</td>
<td>210,000</td>
<td>24,727</td>
<td>185,273</td>
<td>12%</td>
<td></td>
<td>26%</td>
</tr>
<tr>
<td>41040 Interest &amp; Liens</td>
<td>130,000</td>
<td>6,732</td>
<td>123,268</td>
<td>5%</td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td>41060 Auto Supplement</td>
<td>400,000</td>
<td>0</td>
<td>400,000</td>
<td>0%</td>
<td>Billed - December</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Property Taxes</strong></td>
<td><strong>42,040,483</strong></td>
<td><strong>19,596,740</strong></td>
<td><strong>22,443,743</strong></td>
<td><strong>47%</strong></td>
<td></td>
<td><strong>47%</strong></td>
</tr>
<tr>
<td>43170 Spec Ed / Excess</td>
<td>527,846</td>
<td>0</td>
<td>527,846</td>
<td>0%</td>
<td>Pymts. Due - Feb. 75% - June Bal.</td>
<td>0%</td>
</tr>
<tr>
<td>43200 Educ Cost Sharing</td>
<td>5,278,314</td>
<td>0</td>
<td>5,278,314</td>
<td>0%</td>
<td>Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.</td>
<td>0%</td>
</tr>
<tr>
<td>43590 Tuition - Other Towns</td>
<td>1,322,232</td>
<td>0</td>
<td>1,322,232</td>
<td>0%</td>
<td>School Bills for Activity</td>
<td>0%</td>
</tr>
<tr>
<td><strong>State Education Total</strong></td>
<td><strong>7,128,392</strong></td>
<td>0</td>
<td><strong>7,128,392</strong></td>
<td><strong>0%</strong></td>
<td></td>
<td><strong>0%</strong></td>
</tr>
<tr>
<td>43110 Veterans Exempt GT</td>
<td>3,300</td>
<td>0</td>
<td>3,300</td>
<td>0%</td>
<td>By Assessor Appl. In Aug but receive Pymt. In Dec.</td>
<td>0%</td>
</tr>
<tr>
<td>43120 Misc - State</td>
<td>35,332</td>
<td>100</td>
<td>35,232</td>
<td>0%</td>
<td>Pymt. Due - June</td>
<td>0%</td>
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<tr>
<td>43130 Telecommunications</td>
<td>13,500</td>
<td>0</td>
<td>13,500</td>
<td>0%</td>
<td>Pymt. Due - April</td>
<td>0%</td>
</tr>
<tr>
<td>43310 Tiered Pilot</td>
<td>12,525</td>
<td>0</td>
<td>12,525</td>
<td>0%</td>
<td>Pymt. Due Oct.; Stated changed to Tiered Pilot</td>
<td>0%</td>
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<tr>
<td>43320 SS Dist Tax Relief</td>
<td>1,500</td>
<td>0</td>
<td>1,500</td>
<td>0%</td>
<td>Pymt. Due - Dec.</td>
<td>0%</td>
</tr>
<tr>
<td><strong>State Municipal Total</strong></td>
<td><strong>66,157</strong></td>
<td><strong>100</strong></td>
<td><strong>66,057</strong></td>
<td><strong>0%</strong></td>
<td></td>
<td><strong>0%</strong></td>
</tr>
<tr>
<td><strong>Intergovernmental Revenue</strong></td>
<td><strong>7,194,549</strong></td>
<td><strong>100</strong></td>
<td><strong>7,194,449</strong></td>
<td><strong>0%</strong></td>
<td></td>
<td><strong>0%</strong></td>
</tr>
</tbody>
</table>

- 43615 Town Clerk Fees
- 43620 Planning & Zoning
- 43630 Zoning Bd of Appeals
- 43640 Building Permits
- 43660 Inland Wetlands
- 43670 Short Term Investments
- 43680 Rents
- 43690 Sale Maps & Ordinances
- 43700 Snow Plow & Grading
- 43710 Photocopying
- 43715 Open Farm Day
<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>
<th>Jul 21 % REC'D</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispatch Services</td>
<td>16,580</td>
<td>16,580</td>
<td>0</td>
<td>100%</td>
<td>Police Bill For Dispatch Services</td>
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<tr>
<td>Hay Rentals</td>
<td>14,000</td>
<td>0</td>
<td>14,000</td>
<td>0%</td>
<td>Haying - $10,000</td>
<td>4%</td>
</tr>
<tr>
<td>Library</td>
<td>3,000</td>
<td>371</td>
<td>2,629</td>
<td>12%</td>
<td>Book Fines, Trust Investment</td>
<td>12%</td>
</tr>
<tr>
<td>Contract - Bldg. Inspection</td>
<td>10,100</td>
<td>0</td>
<td>10,100</td>
<td>0%</td>
<td>Bldg. Dept. Bills Qtrly For Services</td>
<td>0%</td>
</tr>
<tr>
<td>Driveway Permits</td>
<td>350</td>
<td>40</td>
<td>310</td>
<td>11%</td>
<td>New Const. Activity</td>
<td>9%</td>
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<tr>
<td>Police Photo/Lic/Permits</td>
<td>12,500</td>
<td>959</td>
<td>11,541</td>
<td>8%</td>
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<td>4%</td>
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<tr>
<td>Returned Check Fee</td>
<td>100</td>
<td>0</td>
<td>100</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>Pay For Participation</td>
<td>37,000</td>
<td>0</td>
<td>37,000</td>
<td>0%</td>
<td>Received from BOE</td>
<td>0%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>35,000</td>
<td>32,138</td>
<td>2,862</td>
<td>92%</td>
<td>CIRMA</td>
<td>4%</td>
</tr>
<tr>
<td><strong>Local Departmental Revenues Total</strong></td>
<td><strong>588,036</strong></td>
<td><strong>122,694</strong></td>
<td><strong>465,342</strong></td>
<td><strong>21%</strong></td>
<td></td>
<td><strong>10%</strong></td>
</tr>
<tr>
<td>Transfer-in Fund Bal.</td>
<td>775,000</td>
<td>0</td>
<td>775,000</td>
<td>0%</td>
<td></td>
<td>0%</td>
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<tr>
<td>Additional Appropriations</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td><strong>Transfers In Total</strong></td>
<td><strong>775,000</strong></td>
<td><strong>0</strong></td>
<td><strong>775,000</strong></td>
<td><strong>0%</strong></td>
<td></td>
<td><strong>0%</strong></td>
</tr>
<tr>
<td><strong>Local Dept. Rev. &amp; Transfer In Total</strong></td>
<td><strong>1,363,036</strong></td>
<td><strong>122,694</strong></td>
<td><strong>1,240,342</strong></td>
<td><strong>9%</strong></td>
<td></td>
<td><strong>2%</strong></td>
</tr>
<tr>
<td><strong>General Fund Revenues</strong></td>
<td><strong>50,598,068</strong></td>
<td><strong>19,719,534</strong></td>
<td><strong>30,878,534</strong></td>
<td><strong>39%</strong></td>
<td></td>
<td><strong>38%</strong></td>
</tr>
</tbody>
</table>
# TOWN OF GRANBY
## BUDGET OPERATIONS SUMMARY
### JULY 2022

<table>
<thead>
<tr>
<th>ACCT. #</th>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>EXPENSED</th>
<th>ENCUMBERED</th>
<th>UNENCUMBERED ALLOTMENT</th>
<th>% EXP.</th>
<th>REMARKS</th>
<th>Jul 21 % REC'D</th>
</tr>
</thead>
<tbody>
<tr>
<td>1001</td>
<td>General Administration</td>
<td>349,764</td>
<td>23,766</td>
<td>286,940</td>
<td>39,058</td>
<td>89%</td>
<td></td>
<td>71%</td>
</tr>
<tr>
<td>1003</td>
<td>Legal Services</td>
<td>25,000</td>
<td>0</td>
<td>15,000</td>
<td>10,000</td>
<td>60%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>1005</td>
<td>Fringe Benefits</td>
<td>2,922,791</td>
<td>50,547</td>
<td>577,361</td>
<td>2,294,882</td>
<td>21%</td>
<td></td>
<td>18%</td>
</tr>
<tr>
<td>1007</td>
<td>Town Clerk Operations</td>
<td>166,175</td>
<td>8,304</td>
<td>121,464</td>
<td>36,407</td>
<td>78%</td>
<td></td>
<td>89%</td>
</tr>
<tr>
<td>1009</td>
<td>Probate</td>
<td>4,241</td>
<td>0</td>
<td>0</td>
<td>4,241</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>1011</td>
<td>Contingency &amp; Reserve</td>
<td>100,300</td>
<td>6,080</td>
<td>23,689</td>
<td>70,532</td>
<td>30%</td>
<td></td>
<td>11%</td>
</tr>
<tr>
<td>1013</td>
<td>Election Services</td>
<td>48,090</td>
<td>1,141</td>
<td>13,443</td>
<td>33,506</td>
<td>30%</td>
<td></td>
<td>29%</td>
</tr>
<tr>
<td>1015</td>
<td>Boards, Reg. Prog., &amp; Staff Dev.</td>
<td>75,440</td>
<td>15,286</td>
<td>24,796</td>
<td>35,358</td>
<td>53%</td>
<td></td>
<td>60%</td>
</tr>
<tr>
<td>1017</td>
<td>Revenue Collections</td>
<td>136,438</td>
<td>15,377</td>
<td>98,868</td>
<td>22,193</td>
<td>84%</td>
<td></td>
<td>83%</td>
</tr>
<tr>
<td>1019</td>
<td>Property Assessment</td>
<td>209,474</td>
<td>13,559</td>
<td>158,361</td>
<td>37,554</td>
<td>82%</td>
<td></td>
<td>87%</td>
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<tr>
<td>1021</td>
<td>Finance Management</td>
<td>371,532</td>
<td>20,739</td>
<td>323,677</td>
<td>27,115</td>
<td>93%</td>
<td></td>
<td>66%</td>
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<tr>
<td>1023</td>
<td>Insurance</td>
<td>371,400</td>
<td>87,236</td>
<td>226,380</td>
<td>57,784</td>
<td>84%</td>
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<td>84%</td>
</tr>
<tr>
<td>1031</td>
<td>Community Development</td>
<td>157,389</td>
<td>19,160</td>
<td>117,774</td>
<td>20,455</td>
<td>87%</td>
<td></td>
<td>96%</td>
</tr>
<tr>
<td>1033</td>
<td>Human Resources</td>
<td>63,003</td>
<td>3,272</td>
<td>41,888</td>
<td>17,843</td>
<td>72%</td>
<td></td>
<td>N/A</td>
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<tr>
<td>1035</td>
<td>Technology</td>
<td>120,520</td>
<td>6,674</td>
<td>75,986</td>
<td>37,860</td>
<td>69%</td>
<td></td>
<td>N/A</td>
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<tr>
<td><strong>General Government</strong></td>
<td><strong>5,121,557</strong></td>
<td><strong>271,140</strong></td>
<td><strong>2,105,627</strong></td>
<td><strong>2,744,790</strong></td>
<td><strong>46%</strong></td>
<td></td>
<td></td>
<td><strong>40%</strong></td>
</tr>
<tr>
<td>2001</td>
<td>Building Inspection</td>
<td>172,089</td>
<td>12,546</td>
<td>151,062</td>
<td>8,481</td>
<td>95%</td>
<td></td>
<td>97%</td>
</tr>
<tr>
<td>2003</td>
<td>Fire Prevention</td>
<td>369,831</td>
<td>1,573</td>
<td>361,911</td>
<td>6,348</td>
<td>98%</td>
<td></td>
<td>98%</td>
</tr>
<tr>
<td>2005</td>
<td>Emergency Management</td>
<td>9,700</td>
<td>0</td>
<td>0</td>
<td>9,700</td>
<td>0%</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>2007</td>
<td>Health Services</td>
<td>172,263</td>
<td>74,254</td>
<td>98,009</td>
<td>0</td>
<td>100%</td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>2009</td>
<td>Police Dept Administration</td>
<td>378,105</td>
<td>37,375</td>
<td>325,235</td>
<td>15,494</td>
<td>96%</td>
<td></td>
<td>96%</td>
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<tr>
<td>2011</td>
<td>Police Oper. &amp; Communications</td>
<td>1,908,599</td>
<td>115,899</td>
<td>1,348,851</td>
<td>443,849</td>
<td>77%</td>
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<td>75%</td>
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<td><strong>Pers. &amp; Prop. Protection</strong></td>
<td><strong>3,010,587</strong></td>
<td><strong>241,648</strong></td>
<td><strong>2,285,067</strong></td>
<td><strong>483,872</strong></td>
<td><strong>84%</strong></td>
<td></td>
<td></td>
<td><strong>82%</strong></td>
</tr>
<tr>
<td>3001</td>
<td>Public Works Administration</td>
<td>210,181</td>
<td>15,114</td>
<td>187,211</td>
<td>7,856</td>
<td>96%</td>
<td></td>
<td>97%</td>
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<tr>
<td>3003</td>
<td>General &amp; Equipment Maint.</td>
<td>1,468,383</td>
<td>60,937</td>
<td>876,851</td>
<td>530,595</td>
<td>64%</td>
<td></td>
<td>70%</td>
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<tr>
<td>3005</td>
<td>Solid Waste &amp; Recycling</td>
<td>1,008,240</td>
<td>2,779</td>
<td>949,106</td>
<td>56,355</td>
<td>94%</td>
<td></td>
<td>93%</td>
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<tr>
<td>3011</td>
<td>Planning &amp; Engineering</td>
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<td>0</td>
<td>34,383</td>
<td>0%</td>
<td></td>
<td>0%</td>
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<tr>
<td>3013</td>
<td>Infrastructure Maintenance</td>
<td>697,994</td>
<td>36,028</td>
<td>451,528</td>
<td>210,438</td>
<td>70%</td>
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<td>70%</td>
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<td><strong>Public Works &amp; Env.</strong></td>
<td><strong>3,419,181</strong></td>
<td><strong>114,858</strong></td>
<td><strong>2,464,696</strong></td>
<td><strong>839,627</strong></td>
<td><strong>75%</strong></td>
<td></td>
<td></td>
<td><strong>78%</strong></td>
</tr>
</tbody>
</table>

---

budget \ 2022\ budget operations.xls \ expense
# TOWN OF GRANBY
## BUDGET OPERATIONS SUMMARY
### JULY 2022

<table>
<thead>
<tr>
<th>ACCT. #</th>
<th>DESCRIPTION</th>
<th>ADJUSTED BUDGET</th>
<th>EXPENSED</th>
<th>ENCUMBERED</th>
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<th>% EXP.</th>
<th>REMARKS</th>
<th>Jul 21 % REC'D</th>
</tr>
</thead>
<tbody>
<tr>
<td>4001</td>
<td>Library Services</td>
<td>601,472</td>
<td>39,294</td>
<td>420,532</td>
<td>141,646</td>
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<td>83%</td>
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<tr>
<td>4003</td>
<td>Social-Senior-Youth-Services</td>
<td>342,342</td>
<td>15,155</td>
<td>203,958</td>
<td>123,229</td>
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<td>66%</td>
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<td>4005</td>
<td>Recreation Administration</td>
<td>101,179</td>
<td>7,783</td>
<td>93,396</td>
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<td>100%</td>
<td></td>
<td>101%</td>
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<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>
<td>0%</td>
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<tr>
<td><strong>Lib., Rec., &amp; Soc. Services</strong></td>
<td><strong>1,047,993</strong></td>
<td><strong>62,232</strong></td>
<td><strong>717,886</strong></td>
<td><strong>267,875</strong></td>
<td><strong>74%</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6001</td>
<td>Capital Improvement</td>
<td>1,850,000</td>
<td>0</td>
<td>0</td>
<td>1,850,000</td>
<td>0%</td>
<td>Payable in July, August and January, February</td>
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<tr>
<td>7001</td>
<td>Debt Service</td>
<td>1,742,393</td>
<td>297,196</td>
<td>0</td>
<td>1,445,197</td>
<td>17%</td>
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<td>3%</td>
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<tr>
<td><strong>Capital &amp; Debt Service</strong></td>
<td><strong>3,592,393</strong></td>
<td><strong>297,196</strong></td>
<td><strong>0</strong></td>
<td><strong>3,295,197</strong></td>
<td><strong>8%</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Town Section</strong></td>
<td><strong>16,191,711</strong></td>
<td><strong>987,074</strong></td>
<td><strong>7,573,275</strong></td>
<td><strong>7,631,361</strong></td>
<td><strong>53%</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8001</td>
<td>Board of Education</td>
<td>34,406,357</td>
<td>1,528,112</td>
<td>0</td>
<td>32,878,245</td>
<td>4%</td>
<td></td>
<td>4%</td>
</tr>
<tr>
<td><strong>Board of Education</strong></td>
<td><strong>34,406,357</strong></td>
<td><strong>1,528,112</strong></td>
<td><strong>0</strong></td>
<td><strong>32,878,245</strong></td>
<td><strong>4%</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**General Fund Expenses** | **50,598,068** | **2,515,187** | **7,573,275** | **40,509,606** | **20%** | **18%** |