TOWN OF GRANBY
BOARD OF FINANCE
MEETING MINUTES
MARCH 23, 2026

PRESENT: Michael Guarco, Chairman; Thomas Proctor, Vice Chairman; Dave Demchak, Kevin Hobson, and William Kennedy

ALSO PRESENT: Cheri Burke, Superintendent of Schools; Kimi Cheng, Director of Finance; Nickie Stevenson, BOE Director of Finance and Operations and Mike Walsh, Town Manager

ABSENT: Kent McCord

BOS MEMBERS PRESENT: Mark Fiorentino, First Selectman; Margaret Chapple, Vice-Chairman; Kimberly Becker, and Mark Neumann

BOE MEMBERS PRESENT: Monica Logan, Chairman; Heather Lombardo, Vice Chairman; Andrew Billig, Donna Nolan, and Ann Woods

CALL TO ORDER:
The meeting was called to order by Chairman Michael Guarco at 7:15 p.m.

1. APPROVAL OF SPECIAL MEETING MINUTES - FEBRUARY 25, 2026
ON A MOTION by K. Hobson, seconded by T. Proctor, the Board voted (5-0-0) to approve the special meeting minutes of February 25, 2026, as presented.

2. STATEMENT OF ACCOUNTS

2.I. Town Budget Operations Report – February 2026
Kimi Cheng, Director of Finance, reported on the highlights of the February 2026 Statement of Accounts.

- As of 2/28/26, the total tax collection remained consistent with prior years at 102% (vs. 101% last year).
- Interest earned in the month of February from the STIF account was approximately $55,300. As of 3/9/26, the daily rate was 3.72% and the 7-day yield was 3.72% which is consistent with the prior month rate of 3.73%.
- The Town received $530,004 for the Excess Cost Grant and $362,560 for Tuition from Other Towns.
- As of 2/28/26, total General Fund expenditures were consistent with last fiscal year at 71% (compared to 70% last year).
- Overtime expense for the Public Works Department as of 2/28/26 was $171,665 (vs. $126,078 last year). For February 2026, overtime expenses were $59,663, compared to $80,150 in February of the prior year. The DPW overtime line is expected to have an unfavorable budget result which will be absorbed within the DPW operating budget or covered by the contingency and fringe benefits departments.
- Overtime expense for the Police Department as of 2/28/26 was $161,725 (vs. $123,016 last year). For February 2026, overtime expenses were $19,007, compared to $14,075 in February of the prior year.

2.II. Nickie Stevenson, BOE Director of Finance & Operations, reported on the BOE February 2026 Budget Expense Report.

- Expenditures in both personnel and program accounts remain stable. Year-end timelines and schedules will be provided to budget owners to ensure a smooth fiscal year-end closing process.
- The BOE is requesting approval to reallocate available funds to prefund a portion of the FY28 OPEB ADC (Actuarially Determined Contribution) as determined by Milliman. Additional contributions to the OPEB Trust begin in FY27, with significantly larger funding requirements anticipated in FY28. Any funds set aside in advance, would mitigate the impact of future obligations on upcoming operating budgets.
- Special education expenses continue to fluctuate but should stabilize through the remainder of the year if there are no additional unanticipated outplacements. Program-related special education expenses have increased, however there has been a corresponding decrease in personnel expenses. At this time, the overall special education budget remains closely aligned with the original allocation.
- The Q&D fund remains in a positive position, with an anticipated ending balance of approximately $400,000, consistent with last month's report .
- Revenue to the Town is projected to be $2,532,656.

3. BOE REQUEST FOR REALLOCATION OF FY25 AND FY26 CAPITAL FUNDS

The Board of Education is requesting the remaining balances from the FY25 capital funds, totaling $57,861 be reallocated to offset increased costs associated with the Safety and Security Project and the Middle School HVAC repair.

FY25 Fund Reappropriation	
Project	Balance
Central Office Roof Replacement (Remaining Funds)	$50,400
HS Main Gym Bleacher Replacement (Remaining Funds)	$7,461
Total Remaining	**$57,861**
Safety and Security Project (Overage)	($47,738)
GMMS HVAC Repair (Unbudgeted)	($10,123)
Total Overage	($57,861)
Remaining Balance	**$0**

The Board of Education is further requesting that the remaining FY26 capital funds from the HVAC testing and a portion of the remaining funds for the Wells Road Wall Repairs and Tiles project be reallocated as outlined below. The remaining funds budgeted for the repairs at Wells Road will remain designated for that project should additional repairs become necessary.

FY26 Fund Reappropriation	
Project	Balance
Wells Road School Exterior Wall Repairs & Tiles (Remaining Funds)	$145,000
HVAC State Mandated Testing (Remaining Funds)	$68,698
Total Remaining	**$213,698**

UST Removal & Propane Conversion (Overage)	($44,000)
GMMS HVAC Repair (Unbudgeted)	($24,727)
GMHS HVAC Repair (Unbudgeted)	($12,750)
Purchase of Town of Granby Tractor (Unbudgeted)	($12,500)
Catch Basin Repair (Unbudgeted)	($11,000)
Total Overage	($104,977)
Remaining Balance – WR Exterior Wall Repairs & Tiles Budget	**$108,721**

According to the Town Charter, the use of funds for small capital purchases not identified in the original budget request requires approval from all three boards. Both the Board of Education and the Board of Selectmen have approved the reallocation request.

ON A MOTION by D. Demchak, seconded by T. Proctor, the Board voted (5-0-0) to approve the reallocation of FY25 and FY26 capital funds as outlined in the above table.

4. RECEIVE FY2026-2027 BUDGET PROPOSALS

4.I. Board of Selectmen

Town Manager Mike Walsh presented the Board of Selectmen's proposed budget for FY2026-27. The proposed operating budget is $14,504,306 which represents a 2.80% increase over the prior year and meets the guideline set by the Board of Finance. The proposed expenditure for Capital Projects is $2,650,000 and $1,836,073 for debt service. The total proposed municipal budget is $18,990,379.

Board of Selectmen FY27 Budget Summary

	2026	2027	Inc (Dec)	Inc (Dec)
Town Budget	$14,109,203	$14,504,306	$395,103	2.80%
Debt Service	1,731,368	$1,836,073	104,705	6.05%
Capital Budget	2,605,000	$2,650,000	45,000	1.73%
Total Town Budget	**$18,445,571**	**$18,990,379**	**$544,808**	**2.95%**

Summary of Budget Drivers

Budget Account	FY26	FY27	Inc (Dec)	Inc (Dec)
Payroll (FT/PT/OT)	$6,769,362	$7,156,247	$386,885	5.72%
Payroll (New Position)	147,500	-	(147,500)	N/A
Medical/Fringe Benefits	1,991,308	1,874,921	(116,387)	(5.84%)
Retirement Benefits	1,188,853	1,219,086	30,233	2.54%
General Government	4,012,180	4,254,052	241,872	6.03%
Capital Funding	2,005,881	2,238,832	232,951	11.61%
Lease Funding	494,119	411,168	(82,951)	(16.79%)
Debt Service – Bonds	1,836,368	1,836,073	(295)	(0.02%)

Total	$18,445,571	$18,990,379	$544,808	2.95%

Capital Equipment/Improvement Fund

	FY25	FY26	FY27
Road Maintenance/Improvement	$1,040,000	$1,000,000	$1,115,000
Education Related	1,050,000	1,000,000	1,000,000
Capital Equipment (Rolling Stock)	525,392	565,504	855,628
Facility Infrastructure Improvements	139,000	305,107	343,500
Granby Ambulance Association Capital Contribution	-	92,940	-
Total	**$2,754,392**	**$2,963,551**	**$3,314,128**

4.II. Board of Education

Superintendent Cheri Burke presented the Board of Education proposed budget for FY2026-27. The proposed budget of $40,916,434 represents a 3.80% increase over the FY26 budget.

Board of Education FY27 Budget Summary

General Fund (Operating)	$40,916,434
Quality & Diversity Fund	1,123,769
Small Capital Fund	1,000,000
Total BOE Budget Request	**$43,040,203**

Summary of Budget Drivers

Contractual Salary Increases	$503,000
Employee Benefits	345,000
Special Education (Outplacements, Purchased Services, Support)	491,000
General Operating Increase	128,000
Maintenance/Custodial/Utilities	95,000
Transportation (In-District Route)	86,000
Shared Professional Service Fees (Town)	78,000
Regular Education (Nurses/Substitutes/Legal)	68,000
Technology	34,000
Department Chair Stipends	16,000
Summer Season Coach Stipends	10,000
NEASC Visit Co-Advisor Stipends	3,000
Maintenance Tech to Maintenance Tech II	2,000
Emergency Management Stipend	5,000
Retirement Savings	(191,000)
Certified Personnel Reduction (1.5 FTE)	(115,000)
Non-Certified Personnel Reduction (2.0 FTE)	(60,000)
Net Total Increase	**$1,498,000**

Small Capital Budget

Building Maintenance & Improvement	$683,819
Technology Equipment	232,453

Transportation & Equipment	83,728
Total Small Capital Budget	**$1,000,000**

5. CONSIDER ACTION ON FY2026-27 PROPOSED BUDGET TO BE PRESENTED AT THE APRIL 6TH PUBLIC HEARING FOR PUBLIC REVIEW AND COMMENT (7:00 PM GRANBY MEMORIAL HIGH SCHOOL AUDITORIUM)

Following the budget presentations, the Board of Finance discussed the requested increases from the Board of Selectmen and the Board of Education and Chairman Guarco recommended a $100,000 reduction in the Board of Education operating budget and a $100,000 reduction of the Small Capital in the General Fund. The board reviewed spreadsheet FY27-D which reflected the $200,000 decrease. The projected mill rate for real estate and personal property is 35.03 which is a 2.40% increase over the current mill rate of 34.21.

ON A MOTION by K. Hobson, seconded by T. Proctor, the Board voted (5-0-0) to accept the budget requests from the Board of Selectmen and the Board of Education and forward the budget to public hearing as outlined in Board of Finance worksheet FY27-D.

6. CONFIRM DATE OF NEXT MEETING

The next regular meeting of the Board of Finance is scheduled for Monday, April 6, 2026, immediately following the public hearing at the high school.

7. ADJOURNMENT:

ON A MOTION by D. Demchak, seconded by T. Proctor, the Board voted (5-0-0) to adjourn the meeting at 9:28 p.m.

Respectfully submitted,

Betsy Mazzotta
Recording Secretary