Town of Granby is inviting you to a scheduled Zoom meeting.
Join Zoom Meeting
https://us02web.zoom.us/j/82121524239?pwd=QAYarNukCSsoqjxPzEKufQnFZnDLXg.1

Meeting ID: 821 2152 4239
Passcode: 363610

TOWN OF GRANBY – Board of Selectmen
Regular Meeting Agenda
Monday, April 20, 2026 – 7 p.m.

Community Meeting Room – Senior Center

1. Pledge Of Allegiance
2. Minutes
   - 2.I. Approval Of Board Of Selectmen Regular Meeting Minutes - March 16, 2026

     Documents:

     2.1 MARCH 16, 2026 BOS REGULAR MEETING.PDF
   - 2.II. Approval Of Board Of Selectmen Budget Workshop II Minutes - March 9, 2026

     Documents:

     2.11 MARCH 9, 2026 BOS BUDGET WORKSHOP II.PDF
   - 2.III. Approval Of Board Of Selectmen Budget Workshop III - March 12, 2026

     Documents:

     2.111 MARCH 12, 2026 BOS BUDGET WORKSHOP III.PDF
3. Resignations/Appointments
   - 3.I. Resignation - Elizabeth Barlow, Board Of Education

     Documents:

     3.1 RESIGNATION OF ELIZABETH H. BARLOW BOARD OF EDUCATION-3-16-2026 (TERM LEFT 11-16-2027).PDF
   - 3.II. Resignation - Andrew Small And James Szipsky, Conservation Commission

     Documents:

     3.2 JAMES SZIPSZKY CONSERVATION COMMISSION (RESIGNATION 3-30-26) (TERM LEFT 1-14-2030) ANDREW SMALL (R) RESIGNED 3-20-26 (TERM LEFT 1-8-2029).PDF

4. Communications

4.I. Proclamation - Raymond Haack

Documents:

4.1 RAY HAACK PROCLAMATION 04 2026.PDF

4.II. 2026 Bond Referendum Timing And Next Steps Memorandum

Documents:

4.2 GRANBYBONDISSUANCENARRATIVE2026.PDF

5. New Business

5.I. UPSEU Local 424 Unit 56 Granby Public Dispatchers Contract Extension - Approval

Documents:

5.1 UPSEU-DISPATCHERS CONTRACT EXTENSION.PDF

5.II. Library Job Descriptions Updated - Approval

Documents:

5.2 GRANBYLIBRARYDESCRIPTION04202026.PDF
5.2 LIBRARY JOB DESCRIPTION CHANGES COVER MEMO.PDF
5.21 LIBRARY ASSISTANT JD.PDF
5.22 CHILDRENS LIBRARY SPECIALIST JD.PDF
5.23 LIBRARY TECHNICAL ASSISTANT JD.PDF
5.24 MAKERSPACE TECHNICIAN JD.PDF

5.III. Holcomb Farm Trust - Denno Land Surveying Bill Payment Approval

Documents:

5.111 GRANBYHFTRUSTPAYMENT04202026.PDF
5.1111 DENNO SURVEYING FINAL INVOICE FOR HF SURVEY 3.5.26.PDF

6. Town Manager Report

6.I. Town Manager's Departmental Activity Report - March

Documents:

6.1 2026GRANBYTMREPORT04062026.PDF

6.II. Town Manager's Project Summary

Documents:

6.2 2026GRANBYTMREPORT04202026.PDF

6.III. Town Budget Financial Report - March 2026

Documents:

7. First Selectman Report
8. Selectmen Reports
9. Public Session
10. Executive Session
11. Adjournment

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, May 4, 2026 in the Town Hall Meeting Room.

TOWN OF GRANBY
BOARD OF SELECTMEN
REGULAR BOARD OF SELECTMEN MEETING
MARCH 16, 2026
MINUTES

CERTIFIED TRUE ELECTRONIC COPY
From the Records of the
Town of Granby
as of 5:30 P.M.
April 9, 2026
Attested by:

PRESENT: Mark H. Fiorentino, First Selectman, Margaret Q. Chapple, Vice-Chairman; Mark C. Neumann Kimberly L. Becker, Frederick A. Moffa, and Madeline Ayotte, Student Liaison.

ABSENT: Zainab Zafar, Student Liaison

ALSO PRESENT: Michael P. Walsh, Town Manager, Scott Sansom, Chief of Police, Kurt LaFlamme, Police Captain, Jen Espinal, Town Clerk, and members of the public.

REMOTE: Betsy Mazzotta, Management Assistant, Kimi Cheng, Director of Finance and members of the public.

CALL TO ORDER

Selectman, M. Fiorentino, called the Board of Selectmen Regular Meeting to order at 7:00 p.m. in the Town Hall Main Meeting Room, Granby, Connecticut.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Madeline Ayotte.

Captain LaFlamme was congratulated for 25 years of service to the Town of Granby.

2. MINUTES

2. I. Approval of Board of Selectmen Regular Meeting Minutes – March 2, 2026

ON A MOTION DULY MADE BY M. Neumann, seconded by F. Moffa, the Board voted unanimously (5-0-0) to approve the minutes from the Board of Selectmen Regular meeting on March 2, 2026.

2. II. Approval of Board of Selectmen Special Town Meeting Minutes – March 5, 2026

ON A MOTION DULY MADE BY P. Chapple, seconded by K. Becker, the Board voted unanimously (5-0-0) to approve the minutes from the Board of Selectmen Special Town Meeting on March 5, 2026.

2. III. Approval of Board of Selectmen Budget Workshop I – March 5, 2026

ON A MOTION DULY MADE BY P. Chapple, seconded by M. Neumann, the Board voted unanimously (5-0-0) to approve the minutes from the Board of Selectmen Budget Workshop I on March 5, 2026.

3. APPOINTMENTS

3.I. Barbara M. Schmitt IWWC Appointment

ON A MOTION DULY MADE BY F. Moffa seconded by K. Becker, the Board voted unanimously (5-0-0) to approve the appointment of Barbara M. Schmitt (D) to the Town of Granby Inland Wetland Watercourse Commission as recommended by the Democratic Town Committee to fill a vacancy with a term expiring January 14, 2030.

4. COMMUNICATIONS

4.I. Granby Police Department Sergeant Doreen Mikan Retirement Proclamation

The board recognized the retirement of Sergeant Doreen Mikan after 33 years of dedicated service with the Granby Police Department. Her career was marked by professionalism, courage, and community commitment, including receiving four Life Saving Awards, serving on the Regional Dive Team, mentoring youth through the D.A.R.E. program, and supporting vulnerable individuals as a Victim Advocate. The Commission expressed its gratitude for her service and extended best wishes for a well-earned retirement.

State Representative, Mark Anderson also recognized Sergeant Mikan for her years of service, and provided a Proclamation on behalf of the Connecticut General Assembly.

4.II. Halloran Sage Review and Advice - Town Records Retention

The Board of Selectmen reviewed a memorandum from legal counsel regarding the February 18, 2026, Board of Education meeting and related video recording practices. Counsel advised that while the Town is generally not required to record meetings, recordings that capture activity before or after a meeting may still be considered public records depending on their content. As a best practice, unedited recordings should be preserved in their entirety, even if edited versions are posted, to ensure compliance with FOIA. Counsel further noted that retaining only edited recordings could present potential FOIA concerns if no exemptions apply. Additionally, meeting recordings must be retained in accordance with state records retention requirements.

4.III. Police Department and Library - Grants and Donations Communication

A review of donations received by the Granby Police Department from January 1, 2025, through March 4, 2026, identified one donation equal to or exceeding $500. On January 9, 2026, a $500 donation was received from Burkentine & Sons Builders in Hanover, PA (builder of Granby's Station 280). The donation was recorded under check #018441 and deposited on January 9, 2026. No other donations at or above this threshold were identified during the review period.

5. NEW BUSINESS

5.1. BOE Request for Reallocation of FY25 and FY26 Capital Funds

The Board of Selectmen reviewed a request from the Board of Education to reallocate FY25 and FY26 capital funds, as previously approved by the Board of Education. The proposed reallocations shift surplus and designated funds to support safety, HVAC repairs, infrastructure improvements, and equipment needs. The request requires approval from the Board of Selectmen, followed by the Board of Finance.

ON A MOTION DULY MADE BY F. Moffa, seconded by K. Becker, the Board voted unanimously (5-0-0) to approve the reallocation of FY25 capital funds as follows: $50,400 from Central Roof Replacement (surplus funds) and $7,461 from HS Main Gym Bleacher Replacement (surplus funds) to $47,738 for the Safety and Security Project and $10,123 for GMMS HVAC Repair.

Further, approve the reallocation of FY26 capital funds as follows: $68,698 from HVAC State Mandated Testing and $36,279 from WR Exterior Wall Repairs to $44,000 for UST Removal and Propane Conversion, $24,727 for GMMS HVAC Repair, $12,750 for GMHS HVAC Repair, $12,500 for Tractor Surplus Acquisition, and $11,000 for Catch Basin Repairs.

5.II. FY27 Board of Selectmen Town Budget Approval - Submission to the Board of Finance

The Board of Selectmen reviewed the proposed Fiscal Year 2026-27 budget and is asked to transmit a resolution to the Board of Finance. The recommended General Fund expenditure budget for the Board of Selectmen is $18,990,379, inclusive of various revenues to offset expenditures. The resolution may be amended by the Board as needed before submission.

NOW THEREFORE, BE IT RESOLVED that the Board of Selectmen forwards a proposed 2026-27 **REVENUE BUDGET** to the Board of Finance, consisting of the following items:

GENERAL FUND REVENUES	TOWN MANAGER PROPOSED	BOS ADOPTED
Property Taxes (excluding Current Levy)	$740,000	$740,000
Intergovernmental Revenues	8,425,079	8,425,079
Local Departmental Revenues	968,880	968,880
Fund Transfer	1,875,000	1,935,000
TOTAL	**$12,008,959**	**$12,068,959**

That the Board of Selectmen forwards a proposed 2026-27 **EXPENDITURE BUDGET** to the Board of Finance, consisting of the following items:

GENERAL FUND EXPENDITURES	TOWN MANAGER PROPOSED	BOS ADOPTED
Administration	$5,650,470	$5,648,222*
Personal & Property Protection	3,783,910	3,846,158**
Public Works & Environment	3,838,875	3,838,875
Libraries, Recreation, & Social Services	1,171,051	1,171,051
Sub-total	**14,444,306**	**14,504,306**
Capital Budget	2,650,000	2,650,000
Debt Service	1,836,073	1,836,073
TOTAL	**$18,930,379**	**$18,990,379**

That the Board of Selectmen forwards a proposed 2026-27 **OTHER FUNDS BUDGET** to the Board of Finance, consisting of the following items:

OTHER FUNDS	TOWN MANAGER PROPOSED	BOS ADOPTED
Solid Waste Fund	$224,750^	$224,750^
Dog Fund	25,800	25,800
Capital Equipment/Improvement	3,671,113	3,671,113
Sewer Utility	385,200	385,200
Recreation Events (P&R and HF)	1,009,313	1,009,313
Education Quality & Diversity	1,123,769	1,123,769

* Move $2,248 from the Professional Services line item in the Human Resources Department to the FVHD line item in the Health Services Department.

Also, add $60,000 to the Granby Ambulance Association line item in the Health Services Department, which will be offset by the revenue from the Fox Fund. ^ The Budget Book didn't reflect the use of $20,000 from the NIP fund

ON A MOTION DULY MADE BY M. Chapple, seconded by M. Neumann, the Board voted unanimously (5-0-0) to approve and transmit the proposed Fiscal Year 2026-27 Municipal Budget to the Board of Finance, including General Fund revenues and expenditures as outlined, with a recommended General Fund expenditure budget, and authorizes the Board to amend the resolution as deemed appropriate, prior to submission.

6. TOWN MANAGER'S REPORT

6.I Town Manager's Project Summary- February 2026

Town Manager, M. Walsh provided an update on ongoing projects and noteworthy items. Key activities include review of ballot and bond questions with potential BOS consideration in April, participation in the Employee Health Benefits Advisory Committee and the Granby-Simsbury

Chamber of Commerce business roundtable, resolution efforts for the Granby Community Fund naming issue, and completion of steps to sell the Freshies building and 603 Cider Lane.

Other items include discussions on a potential Dispatcher's Union contract extension, allocation of CDBG funds, review of the Kearns terms sheet and DB Police Pension contract changes, and continuation of the FY27 budget process and workshops.

These notes summarize the discussion that took place during the Board of Selectmen meeting. The full meeting recording is available through Granby Community Television at https://gctv16.org or for a full detailed report, you can access the Board of Selectmen meeting packet.

6.II. Town Budget Financial Report - February 2026

Director of Finance, K. Cheng provided the Board an overview of the February 2026 financial highlights. Tax collections remain strong at 102%, slightly above last year. Interest earned from the Short-Term Investment Fund totaled approximately $55,300, with daily and 7-day yields at 3.72%. State education grants of $530,004 for Excess Cost and $362,560 for tuition from other towns were received. General Fund expenditures are consistent with the prior year at 71% of budget. Public Works overtime year-to-date totaled $171,665, higher than last year, although February overtime ($59,663) was lower than February 2025. Any overtime overages will be absorbed within the department budget or covered by contingency/fringe benefits.

7. FIRST SELECTMAN REPORT (Mark Fiorentino)

First Selectman M. Fiorentino shared that he recently attended *The Little Mermaid* play, praising it for being well-executed and inspiring. He also attended a Granby GRUNTS competition, encouraging community participation in these events. Commendation was given to the Senior Center staff for hosting a successful St. Patrick's Day event, which received excellent feedback.

On March 21st, the Lost Acres Fire Department Auxiliary will host a Bingo Night at 6:30 p.m. at North Congregational Church.

An update on the Public Building and Capital Project Committee was provided. The announcement for volunteer applications will be released soon, with applicants required to meet specific qualifications. An internal committee, consisting of Peggy, Mark, and Mike, was created to review applications, and their recommendations will be brought to the Board for a final vote.

Please note that the Board of Selectmen's meeting scheduled for April 6, 2026, has been cancelled due to the Public Hearing for the FY 2027 Budget.

The Board of Selectmen Meeting on April 20, 2026, will be moved to the Senior Center to allow the Budget (Voting) in the Main Meeting Room.

8. SELECTMEN REPORTS (Margaret Q. Chapple, Kimberly L. Becker, Frederick A. Moffa, Mark C. Neumann; and Madeline Ayotte, Zainab Zafar, Student Liaison)

M. Neumann noted that the Granby America 250 Committee will meet on March 19, 2026, at 6:00 P.M. Some of the events planned for the 4th of July weekend are a music Band on Friday and a Parade for Saturday.

P. Chapple, congratulated Rosemarie Weber, for being nominated by Gov. Lamont to the Superior Court. Rosemarie was a longtime member of the Granby BOE, a friend and colleague.

M. Ayote gave the board an update on school activities noting the success of The *Little Mermaid*. The school also got nominated for the HALO award. The students are participating in an Annual Empty Bowls and Silent Auction, March 27th at 7:00 P.M. at the High School. You can bring your own bowl or buy a bowl. A high school club is going to Boston, and a new date has been released for the Coffee House, to April 25th.

9. PUBLIC SESSION

Bill Glueck, 18 Barkhamsted Road, president of the Granby Taxpayer's Alliance, expressed concerns with the editorial abilities and the importance of preserving public records. Suggest the recordation and preservation of the entire record, unedited version.

Resident also thanked the two officers that were recognized earlier in the meeting for their long tenure and service.
Finally, the resident informed the public that Granby Taxpayer's Alliance prepared a budget for consideration that was submitted to the board.

Robert Flannigan, 24 Woodcliff Drive, spoke regarding the February 18, 2026, Board of Education meeting "hot mic" recording. Acknowledgement and apology are the steps suggested. Resident also noted statement made by the party became political. Comments were also made with regards to Public Records, FOI compliance laws, and Code of Ethics.

Toni Flannigan (via remote, Woodcliff Drive) expressed concerns regarding the Board of Education recording on February 18, 2026. Resident questioned the information provided to legal counsel and raised issues related to FOI laws, records retention, transparency, and public records. Additionally, she voiced concerns about statements made during the Board of Selectmen's discussion on the budget, specifically regarding legal representation and the insurance coverage budget line item.

Maureen Eberly, 37 Silkey Road, was set to speak, and due to an audio issue, her comments did not make it on the record.

John Spatcher, 22 Round Hill Road, made a correction to the revenue of the *Little Mermaid* noting that the drama club will break even.

These notes summarize the discussion that took place during the Board of Selectmen meeting. The full meeting recording is available through Granby Community Television at https://gctv16.org or for a full detailed report, you can access the Board of Selectmen meeting packet.

10. EXECUTIVE SESSION

None

11. ADJOURNMENT

ON A MOTION DULY MADE BY M. Neumann, seconded by F. Moffa the Board voted unanimously (5-0-0) to adjourn the Board of Selectmen Regular Meeting at 8:17 p.m.

Respectfully Recorded & Attested,



Jen Espinal

Town Clerk

Received for Record: March 19, 2026, at 4:54 P.M.
By Laura Milne, Assistant Town Clerk

The next regular meeting of the Town of Granby Board of Selectmen is scheduled for Monday, April 20, 2026, in the Granby Senior Center.

TOWN OF GRANBY
BOARD OF SELECTMEN
BOARD OF SELECTMEN BUDGET WORKSHOP II
MARCH 9, 2026
MINUTES

CERTIFIED TRUE ELECTRONIC COPY
From the Records of the
Town of Granby
as of 5:30 P.M.
April 9, 2026
Attested by:

PRESENT: Mark H. Fiorentino, First Selectman, Margaret Q. Chapple, Vice-Chair; Mark C. Neumann, Kimberly L. Becker, and Frederick A. Moffa.

ABSENT: None

ALSO PRESENT: Michael P. Walsh, Town Manager, Kimi Cheng, Director of Finance; David Demchak, Board of Finance; Michael Guarco, Board of Finance Chairman; and Kent McCord, Board of Finance.

CALL TO ORDER

Selectman, M. Fiorentino, called the Board of Selectmen Budget Workshop II to order at 5:00 p.m. in the Town Hall Main Meeting Room, Granby, Connecticut.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Stuart Young, Public Works Operation Supervisor.

2. DEPARTMENTAL BUDGET PRESENTATIONS

2. I. Department of Public Works- Kirk Severance

Kirk Severance, Public Works Director and Capital Projects Management, alongside Stuart Young, Supervisor of Operations, gave a presentation on the Public Works Budget. Kirk brings historical knowledge, Stuart is now leading day-to-day operations and offering on-the-ground insight, particularly following a harsh winter that has impacted roads, equipment, and infrastructure. The team discussed ongoing and planned projects, including generator installations, park and facility improvements, senior center repairs, and the radio/dispatch upgrade, which is nearing completion. Additional topics included long-term capital planning for buildings and roads, potential upgrades at Salmon Brook Park, and routine responsibilities such as bridge inspections, sewer maintenance, and stormwater management. The department emphasized its commitment to maintaining services, controlling costs, and addressing challenges, while also acknowledging support from community volunteers.

The Public Works Department Operation side of the budget was discussed, highlighting a $31,000 reduction in part-time and temporary payroll due to transferring two transfer station positions to the solid waste fund, where related revenues are recorded. Overtime costs were significantly over budget due to an unusually harsh winter, reaching over $200,000 year-to-date, prompting a modest increase in the upcoming budget. Additional changes included reallocating training funds for supervisor development, applying 5% increases to materials and maintenance lines, and a roughly 10% increase in fuel oil based on historical trends. While gasoline and diesel prices are locked in through cooperative purchasing, electricity costs rose about 7.5% due to a state-approved pass-through charge despite prior rate agreements. Other increases reflected higher usage, HVAC service demands, and contractual waste collection costs.

2. II. Libraries- Amber Wyzik

Library Director, Amber outlined the structure, mission, and ongoing initiatives for the town's two libraries. The department emphasized its role as a community hub providing diverse resources, programs, and services for all ages, including expanding digital offerings and a "library of things." Updates included progress on a new library management system, catalog improvements, grant-funded technology upgrades, and the launch of a homebound delivery service and community-wide calendar. The Director also highlighted a feasibility study and active capital campaign supporting a potential library expansion project, with future steps dependent on voter approval and coordination with a building committee. Budget priorities include modest staffing increases to expand programming hours, particularly evenings and weekends. Usage data shows growing circulation, strong return on investment, and increasing demand for digital content, underscoring the library's continued value and efficiency within the community.

On the Library Operation side, director highlighted a modest increase in part-time payroll to support an additional eight hours for the children's library specialist and standard wage adjustments. A significant reduction in the public relations line was noted due to shifting responsibility for the program guide to the town manager's budget and consolidating its format, resulting in cost savings and improved efficiency. Other changes included increased costs for printing supplies due to rising toner prices, while savings were achieved by transitioning to a new all-in-one library system that eliminated separate services. It was also clarified that certain services, such as the makerspace and 3D printing, are fully funded through donations.

2. III. & 2. IV. Social/Senir/Youth Services and Parks and Recreation- Sandy Yost

Sandy Yost presented the budget presentation of Community Services Department, which integrates senior, youth, social services, and parks and recreation to deliver inclusive, community-focused programming. She outlined staffing, volunteer contributions, and a wide range of services, highlighting achievements such as expanded senior wellness and fall-prevention programs, enhanced lunch and travel offerings, successful community partnerships, and growth in recreational events and youth initiatives.

The Operation Budget discussions emphasized maintaining affordability while addressing rising costs, including competitive wages for specialized staff and transportation drivers. Revenue trends showed some declines due to increased competition and program changes, particularly in youth sports and camps, while efforts are underway to introduce new programming to offset losses. Also, Sandy noted the financial sustainability of the parks and recreation fund, noting concerns about declining balances and the need to balance expenses, adjust fees, or reallocate costs, with a broader goal of achieving a break-even or modest surplus.

3. PUBLIC SESSION

John Spatcher, 22 Round Hill Road raised questions on Parks and Recreation shortfall. The resident also asked about rising trash costs, noting their size within the public works budget. They noted reducing waste tonnage to lower costs, composting, and other initiatives should be explored.

4. ADJOURNMENT

ON A MOTION DULY MADE BY P. Chapple, seconded by F. Moffa the Board voted unanimously (5-0-0) to adjourn the Board of Selectmen Budget Workshop at 7:04 p.m.

Respectfully Recorded & Attested,



Jen Espinal

Town Clerk

Received for Record: March 16, 2026, at 9:10 A.M.
By Jini Ruscitti, Assistant Town Clerk

The next Board of Selectmen Budget Workshop is scheduled for Thursday, March 12, 2026, 5:00 P.M. in the Town Hall Meeting Room.

TOWN OF GRANBY
BOARD OF SELECTMEN

BOARD OF SELECTMEN BUDGET WORKSHOP III
MARCH 12, 2026
MINUTES

CERTIFIED TRUE ELECTRONIC COPY
From the Records of the
Town of Granby
as of 5:30 P.M.
April 9, 2026
Attested by:

PRESENT: Mark H. Fiorentino, First Selectman, Margaret Q. Chapple, Vice-Chair; Mark C. Neumann, Kimberly L. Becker, and Frederick A. Moffa.

ABSENT: None

ALSO PRESENT: Michael P. Walsh, Town Manager, Kimi Cheng, Director of Finance; David Demchak, Board of Finance; Michael Guarco, Board of Finance Chairman; and Kent McCord, Board of Finance.

CALL TO ORDER

Selectman, M. Fiorentino, called the Board of Selectmen Budget Workshop III to order at 5:00 p.m. in the Town Hall Main Meeting Room, Granby, Connecticut.

1. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by First Selectman, Mark Fiorentino.

2. DEPARTMENTAL BUDGET PRESENTATIONS

2.1. General Administration

2.1.1. Overview – Michael Walsh

Town Manager, M. Walsh held his comments for a separate section of the agenda.

2.1.2. Town Clerk- Jen Espinal

Town Clerk, J. Espinal, introduced herself and presented her first Granby budget, noting her appointment in March 2025 and prior experience in Simsbury. She outlined the department's structure, staffing, and schedule, and emphasized a holistic budget approach focused on stewardship of taxpayer funds. The presentation reviewed statutory responsibilities, including record-keeping, vital records, elections, and support for boards and commissions, as well as coordination with state agencies. Key accomplishments included conducting successful elections, e-recording for land records, improving dog licensing compliance, and implementing an dog licensing online payment portal. Goals and objectives highlighted transparency, customer service, revenue opportunities, process improvements, and increased community engagement. Metrics for success include reduced processing times, accurate record-keeping, staff training, financial reporting, and workflow audits.

A brief discussion clarified revenue from nominee land record fees and explained the creation of a "special projects" budget line item to allow in-house indexing work rather than outsourcing.

2.1.3. Election Services- Laura Wolfe

The Registrars of Voters presented their budget, outlining staff including the registrars, deputies, and approximately 200 volunteer poll workers who support elections, primaries, and referendums. They reviewed statutory responsibilities such as voter registration, absentee voting,

election supervision, early voting, audits, and training. Early voting requirements, including 14 days for general elections and 7 for primaries, were noted as a primary driver of increased costs, along with new equipment and process changes. While prior state grants helped offset expenses, future funding remains uncertain. The department highlighted strong community participation, including multiple "Democracy Cup" recognitions, and emphasized reliance on volunteers to operate elections. Board members expressed appreciation for the professionalism of the registrars and the effectiveness of the volunteer-driven system, with no major concerns raised about the proposed budget.

2.1.4. Human Resources- Krista Shaffer

Christa Schaffer, Human Resources Director, presented the HR budget and highlighted accomplishments over her tenure. HR oversees 62 full-time employees plus part-time and seasonal staff, handling benefits administration, workers' compensation, contract negotiations, and employee relations. Team-building initiatives, including Myers-Briggs assessments and Employee Assistance Program (EAP) training, are underway to enhance management cohesion and staff development. Shaffer noted that bringing HR to a full-time role two years ago centralized responsibilities, improved consistency, and freed managers to focus on core duties.

Continuous audits of personnel rules ensure compliance with state laws and organizational standards. Board members commended HR for these improvements and the long-term efficiency and liability savings achieved.

2.1.5. IT Operations – Jon Lambert

John Lambert, Director of Technology for the town and schools, provided an overview of IT operations, achievements, and budget considerations. Serving 24 years, Lambert oversees a team that splits time between town and school responsibilities, including systems administration, AV support for municipal meetings, cybersecurity, network management, and backup/disaster recovery. Key accomplishments include:

- Replacement and virtualization of servers to improve disaster recovery and reduce hardware dependency.
- Network speed upgrades, firewall and email system improvements, and help desk software implementation for remote support.
- Assisted police dispatch center relocation, library technology enhancements, GCTV studio upgrades, and senior center ARPA-funded projects.
- Financial system upgrades for town and schools, along with phone system audits leading to projected annual savings of roughly $28,800 through carrier changes.
- Integration of additional town departments (fire, ambulance) into the municipal network for efficiency and cost savings.
- Ongoing support for cloud and in-house systems, employee devices, security cameras, key fobs, and card readers.

Lambert emphasized a lean budget approach with no new capital requests for FY27, noting the current technology is largely up-to-date and future replacements will follow a 5–7-year cycle. He also discussed early considerations for AI, mainly in the school environment using Google

Gemini for lesson planning and surveys. Board members commended Lambert's consolidation of IT services, citing significant cost savings and enhanced system reliability compared to prior outsourced arrangements.

2.1.6. Town Manager's Office – Michael Walsh

- **2.1.6.1. Legal Services**
- **2.1.6.2. Fringe Benefits**
- **2.1.6.3. Probate**
- **2.1.6.4. Constingency & Reserve**
- **2.1.6.5. Boards and Regional Programs & Staff Development**
- **2.1.6.6. Insurance**
- **2.1.6.7. Community Support**
- **2.1.6.8. Health Services**

The minutes presented within these sections are a summary of the discussion that took place at the Board of Selectmen Budget Workshop. To view the meeting in its entirety and hear full reports, please click the following link at Granby Community Television https://gctv16.org.

Town Manager M. Walsh introduced his background, noting that he is an accountant by trade with 10 years of experience at Cigna. He also served as a public auditor, worked as the Finance Director for East Hartford for 25 years, worked with the Office of Policy and Management on pandemic response efforts, and held the position of Mayor of East Hartford.

Walsh presented the Town Manager's department organizational chart, highlighting staff changes and responsibilities. Additionally, he noted that Catherine continues to work in communications, social media, and securing a $580,000 grant for the Salmon Brook walking path.

A review of town charter responsibilities covered administrative changes such as the reorganization of Public Works and merging of Parks & Recreation with Senior, Youth, and Social Services. The focus was also placed on financial oversight, including the capital project planning process and leveraging decades of municipal financial expertise to improve service delivery.

The discussion continued with an overview of community engagement efforts, such as a study on municipal structures inspired by East Granby and regional collaborations with the Hartford Foundation for Public Giving on projects like the farm store at 87 Simsbury Road.

M. Walsh also emphasized transparency in its operations and budget processes, detailing the personal services report and ongoing efforts to communicate financial strategies to taxpayers. Employee engagement and development were addressed with regular one-on-one meetings with direct reports to assess well-being and work alignment, focusing on developing future supervisors, particularly in Public Works. A "Family First" philosophy was emphasized to ensure employee well-being and productivity, while fostering a culture of calculated risk-taking and celebrating successes.

Updates on infrastructure and planning included the acquisition of new properties and ongoing projects like the Holcomb Farm renovation, which is expected to complete by mid-June. Several capital projects, including sewer ordinances, and a radio project, were also discussed. A draft capital bond package will be presented for approval in the April 6 Public Hearing.

Labor relations updates revealed that all four open contracts had been settled within four months, with the dispatcher contract potentially extending from three to five years. Discussions on pension plans and OPEB, including compliance with IRS regulations, were also highlighted.

Emergency preparedness was reviewed with a successful weather-focused disaster drill that showcased Granby's readiness for extreme weather and climate-related emergencies.

Financial planning updates emphasized transparency in the budget, highlighting how taxpayer funds are allocated, including explanations of the mill rate and revenue strategies.

The ongoing priorities for the town include Granby Ambulance, Lost Acres Fire Department, and Granby Community TV, with continued engagement required for these initiatives.

Personnel and policy updates noted recent changes in compliance with the Family Medical Leave Act and Fair Labor Standards Act, alongside efforts to streamline project oversight and reduce headcount by 6%.

Discussions surrounding the Probate budget revealed Granby's allocation of $6,411 for the year, based on population percentages shared with Avon, Canton, and Simsbury. Simsbury also requested a meeting to discuss space for their Probate Court, as they are out of space in their current location.

In terms of fire department funding, discussions focused on adjusting the agreement with Lost Acres Fire Department due to their growing needs, with a potential formula shift based on inflation rather than the Grand List. The possibility of bonding two vehicles for the Fire Department was also considered.

2.1.6. Finance Management – Kimi Cheng

2.1.6.1. Revenue Collection

2.1.6.2. Property Assessment

Director of Finance, K. Cheng, provided an overview of roles and responsibilities. Kimi oversees the Assessor's Office, the Collector of Revenue Department, and the Finance Department. The Finance Department consists of a senior accountant handling payroll and accounting, along with an accounting clerk managing accounts payable (AP). The department's key responsibilities include preparing the annual financial report, managing debt service and investments, overseeing pension operations, and ensuring compliance with state and federal regulations. Additionally, they manage the Assessor's Office, which handles tax listings and exemptions, and the Collector

of Revenue, responsible for collecting real estate, motor vehicle, personal property taxes, and sewer bills.

The department achieved notable successes, including maintaining a modified audit opinion, earning the Certificate of Achievement for Excellence in Financial Reporting for 19 consecutive years, and automating the budget preparation process, which now includes the capital budget.

The department also implemented a new software module in IVision and secured a 4-year electricity contract for the town. The tax collection rate had significant amounts in supplemental motor vehicle tax.

For the upcoming year, the department plans to continue its commitment to achieving financial excellence. They also aim to implement copier leasing across town buildings in collaboration with the IT department and encourage online payment options for improved taxpayer convenience. Additional objectives include completing the Grand List without requesting extensions and streamlining building permits through software.

Kimi proposed several budget changes, including centralizing purchasing activity within the Finance Department, and increasing part-time hours in the Revenue Collections Department to accommodate staff training. Requests for professional development funds were made to support participation in industry meetings, as well as to cover educational expenses for the Collector of Revenue as she works toward certification. Another request was made for a credit card machine in the Collector of Revenue office to standardize payment processing across departments.

2.2. Capital Budget – Michael Walsh

The discussion transitioned to the capital budget, specifically focusing on the sources of revenue to fund capital items, outlining several sources, including the general fund, loan proceeds, local capital improvement program grants, and contributions from the Holcomb Farm Trust and police contractors' accounts.

A total of $3.67 million has been allocated to cover capital expenses, including a road overlay project valued at $1.1 million, as indicated on page 121 of the budget workbook.

The capital fund is separate from the general fund, which operates on a fiscal year basis, while the capital fund persists until its designated projects are fully completed.

The Board of Selectmen is expected to review a report related to reallocations for the Board of Education's capital fund at the next meeting.

It was noted that the capital plan aligns well with the adopted budget, providing a clear breakdown of expected expenditures. There was an emphasis on reviewing the capital plan each year during the budget cycle, with the plan serving as a guiding document for the allocation of funds.

2.3. Debt Services- Michael Walsh

The town's debt service activity focuses on managing payments related to annual bond maturities and the interest costs associated with bonded projects.

2.4. Revenues- Kimi Cheng

Kimi gave a detailed breakdown of revenue lines, particularly focusing on education and motor vehicle taxes. The Board of Education's revenue sources include tuition from out-of-town students, special education costs, and various tuition programs for transitional education. These revenues are part of the Board of Education's budget, which is influenced by the governor's budget. An increase was noted in the Education Cost Sharing (ECS) funding, as well as an increase in the MRSA (Motor Vehicle Revenue Sharing Account) related to motor vehicle tax.

The motor vehicle tax cap remains at $32.46, meaning the town cannot charge more than this amount for vehicle tax bills. Any difference between the capped rate and the actual tax charge is reimbursed by the state, and this reimbursement will continue to be calculated through the state's policies.

In addition to the motor vehicle tax discussion, the town is confident in its revenue projections for the current year, but there is caution about potential changes in future years based on legislative decisions. The town's revaluation process could affect the mill rate, though it was noted that with a 90% residential tax base, the overall impact on the mill rate would likely be minimal. The consensus was that the town should be prepared for potential changes, but for now, the outlook for this year remains stable.

2.5. Other Funds- Kimi Cheng

In addition to the General Fund, the town operates a variety of other funds, each dedicated to specific purposes and managed according to distinct accounting practices.

One such fund is the Solid Waste Fund, which supports the drop-site bulky waste recycling program at the Town transfer station and the Household Hazardous Waste program. The fund generates revenue through fees charged for drop-off services, bulky waste disposal, recycling, investment earnings, and the sale of residential trash barrels. Expenses from this fund cover the operations of the transfer station, including salaries, the purchase of trash barrels, and costs associated with household hazardous waste disposal. Management of the revenues and expenses in this fund falls under the responsibility of the Public Works Department.

The Dog Fund is dedicated to supporting the activities of the Animal Control Officer (ACO), who is contracted with the Town to manage animal population control and operate the town's animal shelter. The ACO works within the Police Department, under the supervision of the Police Chief, and adheres to regulations set forth by the State Department of Agriculture. The revenue for this fund comes from service payments from neighboring towns (Barkhamsted and Hartland), fines, license fees, and an annual contribution from the General Fund. Expenses include the ACO's compensation, dog supplies, kennel supplies, and related equipment.

Finally, The Sewer Utility Fund and sewer rates are approved by the Board of Selectmen, serving in its capacity as the Granby Water Pollution Control Authority. Expenses related to this

fund include a portion of staff salaries, annual transportation and treatment fees paid to the Simsbury Water Pollution Control Authority, electricity costs, and necessary repairs to the system. Through these funds, the town ensures the proper functioning and sustainability of its wastewater treatment and sewage collection services.

3. PUBLIC SESSION

None

4. MOTION FOR PENDING VOTE

ON A MOTION DULY MADE BY F. Moffa, seconded by K. Becker the Board voted unanimously (5-0-0) to make the following changes to the proposed budget book for the upcoming Board of Selectmen meeting, as noted by the First Selectman:

First, to adjust the Granby Ambulance Association allocation to $80,000.

Second, to update the Farmington Valley Health District allocation as previously discussed.

Third, to remove the LFD allocation, with adjustments to corresponding revenue entries to reflect these changes.

5. ADJOURNMENT

ON A MOTION DULY MADE BY M. Newmann, seconded by P. Chapple, the Board voted unanimously (5-0-0) to adjourn the Board of Selectmen Budget Workshop at 7:55 p.m.

Respectfully Recorded & Attested,



Jen Espinal

Town Clerk

Received for Record: March 19, 2026, at 2:40 P.M.
By Laura Milne, Assistant Town Clerk

The Board of Selectmen Meeting scheduled for April 6, 2026, will be cancelled, due to the FY 2027 Budget Public Hearing. The next Board of Selectmen Meeting is scheduled for Monday, April 20, 2026, 7:00 P.M. at the Granby Senior Center.

TOWN OF GRANBY

MEMORANDUM

DATE: March 16, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager; Jen Espinal, Town Clerk

REGARDING: **Resignation — Town of Granby Board of Education Elective Office**

By way of this memo, please accept the resignation of an Elected Official serving on the Town of Granby Board of Education.

Summary of Submission:

Resignation correspondence was received from **Elizabeth Harmon Barlow (D),** resigning effective **March 16, 2026,** with a term that was set to expire on November 16, 2027.

As this is an elected office, the vacancy may be filled in accordance with the Town of Granby Charter and the Connecticut General Statutes. The appointed individual will serve for the remainder of the unexpired term, ending November 16, 2027.

Financial Impact:
None

Description of Documents on file at the Town Clerk's office:
A formal resignation letter bearing an original (wet) signature was received by the Town Clerk's office on **Monday, March 16, 2026.** The vacancy has been reported to the Secretary of the State via form ED-638.

PROPOSE MOTION

Move, to acknowledge the resignation of Elizabeth Harmon Barlow in the Town of Granby Board of Education, effective March 16, 2026.

CC: Laura A. Wolfe, Registrars of Voters
Karen Antonucci, Registrar of Voters
Board of Education Chair
Democrat Town Chair

TOWN OF GRANBY

MEMORANDUM **DATE:** April 6, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager; Jen Espinal, Town Clerk

REGARDING: **Resignations — Town of Granby Conservation Commission**

Please acknowledge the resignations of Appointed Officials from the Town of Granby Conservation Commission.

Summary:
Resignation correspondence was received from **Andrew J. Small (R),** resigning effective **March 20, 2026**, with a term that was set to expire on January 8, 2029.

Resignation correspondence was received from **James A. Szipszky (D),** resigning effective **March 30, 2026**, with a term that was set to expire on January 14, 2030.

The positions shall be filled in accordance with the Town of Granby Charter and the Connecticut General Statutes, with the appointed replacement serving the remainder of the unexpired terms.

Financial Impact:
None

Description of Documents on file at the Town Clerk's office:
Resignation correspondence received and acknowledged by the Town Clerk's office. The vacancy has been reported to all respective parties.

PROPOSE MOTION

Move, to acknowledge the resignations of Andrew J. Small, effective March 20, 2026, and James A. Szipszky, effective March 30, 2026, from the Town of Granby Conservation Commission.

CC: Laura A. Wolfe, Registrars of Voters
Karen Antonucci, Registrar of Voters
Kara Marshall, CC Chair
Democratic & Republican Town Chairs

TOWN OF GRANBY

Incorporated 1786

P R O C L A M A T I O N

WHEREAS, for 24 years, Ray Haack, our well-known UPS driver, has truly gone the extra mile, taking time to get to know the residents of Granby, sharing smiles with the kids, befriending many dogs, while making all feel like they were the most important stop of the day; and

WHEREAS, throughout his years of service, Ray has traveled the roads of Granby in his familiar brown truck, delivering not only packages but care, kindness and a steady presence our community has come to count on; and

WHEREAS, always quick with a smile or a friendly chat, Ray's kind demeanor, reliability and genuine care and concern for the people of Granby have made him not just the UPS guy, but a beloved part of our town's daily life; and

WHEREAS, Ray has embodied the UPS slogan "Moving our world forward by delivering what matters" by reminding us that even the smallest interactions can have a lasting impact; and

WHEREAS, Ray has received many compliments over the years, his favorite being, "You are like the ice cream truck for dogs. They hear you coming and get all excited, knowing they might get a treat soon"; and

WHEREAS, while packages will continue to arrive in a brown truck and may still be delivered on time, it's safe to say that the next UPS driver has some very big shoes to fill and probably a few dog treats to buy.

NOW THEREFORE, BE IT RESOLVED, that the Town of Granby extends its sincere thanks to Ray Haack for 24 years of outstanding service, friendship and for making deliveries to Granby just a bit more personal; and while residents will miss seeing him each day, we wish Ray all the best as he heads to the Smoky Mountains of East Tennessee for a well-earned retirement.

IN WITNESS HEREOF, I have hereunto set my hand and caused the Seal of the Town of Granby to be affixed this twentieth day of April 2026.

_____

Mark Fiorentino, First Selectman

TOWN OF GRANBY

MEMORANDUM

DATE: April 13, 2026

TO: The Board of Selectmen

FROM: Mike Walsh, Town Manager

REGARDING: **Bonding – Timelines and Next Steps**

The Town of Granby, including the Board of Education, has assembled a 10-year capital improvement plan and has identified those capital project priorities over $250,000 that are suitable for bonding. Those priorities were approved by each respective Board (Selectmen and Education) and forwarded to CPPAC (the Capital Program Priority Advisory Committee) to be further discussed, analyzed, and sized, with a recommendation back to the Board of Selectmen.

As the Board of Selectmen work toward a decision to place bond questions in front of voters, the following timelines are introduced below and would need to be followed with the result being a voter referendum on the bond questions. An approved bond question is a charter required step in order to begin work on each capital project, as well as the authorization to issue bonds.

The timelines below provide an understanding of the steps required to advance this process:

Task #	Task Description	Task Date
1	The Board of Selectmen officially receive the "proceedings" on six bond questions, allowing the public the opportunity to read and comment, with possible edits made at a future board meeting	Monday, May 4, 2026
2	The Board of Selectmen make any final edits to the proceedings/six bond questions and approve the various resolutions; set a Town Meeting for September 15, 2026; and a Town Referendum date of September 22, 2026 with polling hours from 8 a.m. to 8 p.m. here at Town Hall	Monday, June 15, 2026
3	The Board of Finance approve of the various resolutions	Monday, June 22, 2026
4	The Town Clerk Issues Notice of Town Meeting and Town Referendum	August 31, 2026 (or at least 5 days prior)
5	An Open House for resident questions is held at the Community Room at the Senior Center at 6 p.m.	September 9, 2026
6	The Town Meeting is held at 7 p.m. in the Town Hall Meeting Room	September 15, 2026
7	The Town Referendum vote is held from 8 a.m. to 8 p.m. in the Town Hall Meeting Room	September 22, 2026

If you have any questions or comments on any of the information attached, please feel free to let me know. I will be on hand at your meeting to answer any questions. Thanks.

TOWN OF GRANBY

MEMORANDUM **DATE:** April 13, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager

REGARDING: **UPSEU Local 424 - Unit 56 (Dispatchers) Contract Approval**

By way of this memo, attached please find the following materials related to the settlement of the United Public Service Employees Union (UPSEU), Local 424 – Unit 56 collectively bargained labor agreement:

1. The negotiated "Redlined" contract (July 1, 2026 through June 30, 2028)
2. A brief summary of the salient language changes prepared by Human Resources Director Krista Shaffer
3. A financial impact analysis
4. A motion to accept the contract as presented

This negotiation was performed in compliance with MERA (Municipal Employee Relations Act). The ratification vote took place on March 27, 2026.

Agreements are considered approved unless the Board of Selectmen rejects the agreement within 30 days of receipt. In this case, the Board of Selectmen has until April 26 to consider the contract.

Based on the aforementioned items, please consider approving the following motion.

Proposed Motion:
The Board of Selectmen hereby approves as presented the attached United Public Service Employees Union (UPSEU) Local 424 – Unit 56 collectively bargained labor agreement dated July 1, 2026 through June 30, 2028 and to further direct the Town Manager to sign and execute the contract.

I want to expressly thank Dispatcher Jane Capps and Union Rep. David Perotti as well as Finance Director Kimi Cheng, HR Director Krista Shaffer, APMO Betsy Mazzotta, Police Chief Scott Sansom and Police Captain Kurt LaFlamme for their work completing this negotiation.

Additionally, I want to thank the members of the bargaining unit for their efforts to get this agreement across the finish line in a productive and professional manner. Their contribution as first responders is not missed by this community.

I will be on hand at your next Board of Selectmen meeting to answer any questions on this agreement. Thank you.

COLLECTIVE BARGAINING AGREEMENT

By and Between

the

Town of Granby

and the

UNITED PUBLIC SERVICE EMPLOYEES UNION
Local 424 - Unit 56
Granby Public Safety Dispatchers

July 1, 2026 through June 30, 2028

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Preamble

This Agreement is entered into by and between the Town of Granby, hereinafter referred to as the "Town" and the United Public Service Employees Union, Local 424, Unit 56, hereinafter referred to as the "Union."

When necessary to the meaning hereof either the masculine or the neuter pronoun shall be deemed to include the masculine, the feminine, and the neuter, and the singular shall be deemed to include the plural.

Article 1 - Recognition

1. The Town of Granby herein recognizes the United Public Service Employees Union, as the exclusive bargaining representative of the employees specified in the Connecticut State Board of Labor Relations Decision Case No. ME- 33509.

2. If the Town shall create any new job classifications during the life of this agreement that might be appropriately classed as positions in the bargaining unit, it shall notify the Union, so as to reach a mutual determination regarding inclusion in or exclusion from the bargaining unit. In the event of a disagreement between the parties, the matter will be resolved by a petition to the State Board of Labor Relations.

Article 2 - Non-Discrimination

1. The Town and the Union mutually agree to treat all bargaining unit members equally and not to discriminate on the grounds of race, color, creed, religion, sex, national origin, age, physical or mental handicap, sexual preference or any other status protected by State and or Federal law.

2. Nothing in this contract is intended to violate equal employment opportunity laws and regulations to which the Town and Union are subject.

Article 3 - Union Rights

1. The Town agrees to provide space on a bulletin board in each building under its supervision in which a member of the bargaining unit works for the exclusive use of the Union. The bulletin board space shall be for Union information only.

2. Representation:

    a) A representative shall be designated by the Union for the purposes of adjusting grievances and shall be granted a reasonable amount of time without loss of pay. The Town shall be notified of the appointment.

    b) The Union shall designate up to three (3) people for the purposes of meeting with the Town in negotiations relating to any renewal or reopener under this contract. Said persons shall be granted a reasonable amount of time off, without loss of pay, to attend such negotiations if scheduled during their regular work period.

3. The Town shall make available to each employee a copy of the Agreement within thirty (30)

days after its signing. New employees shall be given a copy of this Agreement at the time of hire.

4. The Town agrees to deduct from the pay of all employees covered herein such membership dues, service fees, or other fees as may be fixed by the Union and allowed by State Statute. The Town shall remit to the Union any amounts collected at least once each month together with a list of employees from whose wages these sums have been deducted.

   Employees not members of the Union on the effective date of the Agreement and any employees hired after said date may enroll or not enroll in the Union as a personal choice. Employees who choose not to enroll in the Union shall be required, as a condition of employment, to pay a monthly fee as may be uniformly assessed by the Union not to exceed the amount of the uniformly assessed dues paid by members. The monthly service fee or membership dues shall be deducted on the thirty-first (31st) day of employment.

5. The Union agrees to indemnify, save and hold the Town harmless from any claims, suits, losses, damages or expenses arising out of or in any respect related to the application or operation of this Article.

6. Upon receipt of individual written authorization from bargaining unit members, the Town agrees to deduct the weekly dues from earned wages during the pay period and to remit same to the Union, together with an itemized statement each pay period, to the Union. Such deductions shall be discontinued in the event of termination of the employee's services or upon his/her written voluntary request.

Article 4 - Management Rights

Except as specifically abridged or modified by any provision of this Agreement, the Town will continue to have, whether exercised or not, all the rights, powers and authority heretofore existing, including but not limited to the following: determine the standards of service to be offered by the Town; determine the standards of selection of employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; determine the method, means and personnel by which the Town's operations are to be conducted; determine the content of job and position classifications; exercise complete control and discretion over its organization and the technology of performing its work and fulfilling of its legal responsibilities. The above rights, responsibilities and prerogatives are inherent in the Town Manager by virtue of statutory and charter revisions and cannot be subject to any grievance or arbitration proceedings except as specifically provided for in this Agreement.

Article 5 - No Strike, No Lockout

1. During the life of this Agreement there shall be no strike, slowdown, suspension or stoppage of work in any part of the Town's operation authorized by the Union, nor shall there be any lockout by the Town in any part of the Town's operation.

Article 6 - Seniority

1. The Town shall prepare a list of all employees as defined in Article I showing their seniority in length of service with the Town. Seniority shall continue to accrue during authorized absences. Upon completion of their probationary period, new employees shall be added to

this list. There shall be 2 seniority lists: Full-Time and Part-Time. Full-Time shall have more seniority than Part-Time.

a) The name of the Union President shall be provided to the Town in writing. A current Union President who has successfully completed probation and has served as President for at least six months shall be deemed to have the highest seniority for the purposes of layoff.

The Town will upon hiring any new employees, will direct such employee to the current local union president for information regarding union benefits and dues schedule.

Article 7 - Probationary Period

New employees shall serve a probationary period of twelve (12) months beginning the day after the Dispatcher(s) have completed certification with the State of Connecticut.

Current employees who are appointed to a new position shall not lose any seniority rights under the provisions of this contract. All employees after completion of the probationary period shall acquire a length of service record as of the date of their employment. New employees on probation shall not have any rights under the Grievance procedure of this contract and may be disciplined or discharged during the probationary period at the Town's discretion.

Article 8 - Vacancies

1. Job vacancy is defined as an opening created by death, retirement, resignation, dismissal or transfer, or the creation of a new position in the bargaining unit.

2. All vacancies and new positions in the bargaining unit that the Town intends to fill shall be posted internally within the bargaining unit for a period of fourteen (14) calendar working days.

3. Vacancies shall be filled based on seniority, qualifications (to include a passing grade on any test), and competence to perform the work from members within the bargaining unit. The Town reserves the right to hire from outside the bargaining unit if no qualified employee applies from within the bargaining unit.

4. An employee who is promoted shall be placed at the lowest step in the higher grade which produces a pay increase. The promoted employee will be on probation for up to twelve (12) months and if not acceptable, shall be returned to their previous grade and step. There will be at least one (1) performance evaluation within the first three months. Promoted employees on probation shall not have any rights under the Grievance procedure of this contract regarding being returned to their previous grade and step.

Article 9 - Hours of Work/Overtime

1. The regular hours of work for full-time employees of the bargaining unit shall be as follows:

a) The regular workweek for full-time Public Safety Dispatchers shall be forty (40) hours beginning on Sunday at 12:01 a.m. through Saturday at 12:00 midnight. A regular work week shall include any paid sick time, personal time, holiday time, or any other paid absence or time off under the terms of this contract.

2. Consistent with section one of this article, time and one-half shall be paid for:

   a) All authorized work performed in excess of a regular forty (40) hour week.

   b) Part-time employees who work on a holiday.

   c) Part time dispatchers who are ordered by a supervisor to work more than eight (8) consecutive hours will be paid time and one-half for all hours over eight (8) hours.

3. Compensatory Time:

   a) Dispatchers. Dispatchers may elect compensatory time off in lieu of pay for overtime provided the request is approved in advance and the time is taken within ninety (90) days of accumulation. Town will pay for accumulated compensatory time if not taken within ninety (90) days. Compensation time accrued is limited to thirty-two (32) hours.

4. It is understood that employees should have a reasonable expectation of working a regular schedule and shift. Consequently, the employer shall not reschedule or change an employee's shift or days off for the purpose of avoiding overtime.

5. Any Dispatcher may arrange for another Dispatcher to swap work shifts with him/her. Any such swap shall not impose additional cost on the Town and shall be pre-approved.

6. Shifts for Dispatchers. Scheduling of shifts for dispatchers shall be flexible. Full-time dispatchers shall fill vacant full-time shifts, and part-time employees shall fill vacant part-time dispatcher shifts. In the event that no dispatcher voluntarily fills a shift vacancy, the vacancy shall be filled by an order in process. The vacancy shall be filled by holding the prior dispatcher for (4) hours and ordering the next incoming dispatcher (4) hours early. In the event that a part-time dispatcher that is due for the order-in is unable to work due to other obligations, a full-time dispatcher (who is not on earned time) will be required to fill that vacancy. The full-time dispatcher will be chosen on a rotational basis by seniority.

7. All employees shall receive three (3) weeks' written notice of any change in the established workweek, excepting emergencies. An employee's shift and/or days off may be changed within five (5) working days' notice for training purposes. If the town is considering any long-term schedule change, they will notify the Union to discuss the impact of such a change.

8. If an employee is scheduled to be out of work for any reason, that employee shall be unavailable for the entire workday; the employee will not be called in for any reason unless prior arrangements have been made or in emergency situations.

Article 10 - Layoff & Recall

1. The employer shall do layoff or reduction in employees by seniority. For the purposes of this article, there shall be two seniority lists: one for full-time employees and one for part- time employees, with full-time employees having more seniority than part-time employees.

2. Employees who are laid off shall be placed on the recall list for two years. Reinstatement shall be in order of seniority. No union-eligible person shall be newly employed in a classification that includes an individual on the recall list until all persons on the recall list in that classification

have been notified by certified return receipt mail sent to the individual's last known address and either declines or fails to respond to a recall opportunity within fourteen (14) calendar days of mailing.

3. When it becomes necessary for the Town to reduce the work force, the Town shall give not less than twenty-one (21) calendar day's written notice to the affected employees. During that time, the Town and the Union shall meet to discuss possible alternative proposals to avoid the layoff.

4. Any employee who was recalled and accepts an offer of re-employment under the provisions of this Article shall begin such re-employment with all unused sick days that were accrued at the time of layoff, unless the employee elected payout for the sick leave at time of layoff. Further, seniority shall not be broken during the recall period; however, seniority shall not accrue while an employee is on layoff.

Article 11- Job Evaluation

1. The employee shall be given a copy of any job evaluation. The Employee is required to sign at the time of receipt. An employee's signature on such form shall not be construed to indicate agreement or approval of the rating by the employee.

2. Prior to issuing an overall unsatisfactory job evaluation, supervisors shall counsel the employee on any deficiency. When the employee is rated "unsatisfactory" in any performance criteria, the rating supervisor shall state in writing the reasons why. Employees shall have a reasonable opportunity to submit a written rebuttal to any evaluation/service rating he or she may receive.

Article 12 - Job Descriptions

1. The Town shall provide up to date job descriptions for all bargaining unit members. The Town shall notify the Union when making any significant changes to the job, duties and/ or responsibilities.
2. The Town will create a "Lead Dispatcher" position in the bargaining unit. The position will earn a premium of $2.00 per hour, effective on ratification and approval of this agreement.

Article 13 - Leave Provisions

1. Training and Development. Town shall strive, within budgetary limits, to provide for the professional development through related school and conferences for their employees. Upon approval and at the sole discretion of the Town Manager, employees enrolling in college level courses related to professional employment within the Town at an accredited college/university shall have the Town pay for the cost of tuition at a maximum of 50% of the in-state UConn rate. Employees once paid may be subject to reimbursing the Town if the employer or employee terminates employment within two years following payment or if they do not receive a C or passing grade.

   a) Dispatchers may be provided with additional job-related training during the lifetime of this contract to develop and enhance their skills. Upon prior approval, reimbursement shall be provided for the cost of training.

2. Personal Leave. Each bargaining unit employee may be granted four (4) days leave per year at the employee's current wage, provided that any such day taken shall be for reasons of legitimate business (other than rest, relaxation, entertainment, other vacation pursuits, illness, or injury) and confidential reasons requiring the absence of the employee. The reason must be noted on a Personal Action Request form. Such leave shall be taken in segments of no less than one half (1/2) day and shall be so charged. Other arrangements may be made upon request provided no additional cost is incurred.

3. The Town shall, upon reasonable advance notice, permit two employees whom the Union designates to use personal leave to attend a one-day training session per contract year.

4. Sick Leave. Each full-time employee shall be entitled to sick leave with full pay which shall accrue at the rate of one and one-quarter (1¼) working days per month, up to one hundred fifty (150) days. Each employee in the bargaining unit shall be notified of the employee's accumulated sick leave, within the first quarter of each fiscal year. Sick leave may be used in the event of personal illness or physical incapacity.

    a) No employee shall be granted sick leave with pay for any period of absence unless the employee notified his/her immediate supervisor or department head of his absence and the cause thereof before the expiration of the first hour of absence or as soon thereafter as practical.

    b) If an employee is out of work for more than three (3) consecutive working days, the Town may require a physician's certificate as to the nature and disabling aspects of the illness or injury.

    c) A sick day may be used when the serious illness of a member of the employee's household requires his/her personal attendance. The Chief of Police may require a medical certificate at his or her discretion.

    d) Any employee, upon retirement, shall receive, on the basis of the employee's current wages, fifty (50) percent of any unused sick leave as severance pay.

    e) In the event of an employee's death, the employee's spouse and/or minor children shall receive, on the basis of the employee's current wages, full compensation for any of the employee's unused accumulated sick leave.

    f) Any employee who terminates employment in good standing and has provided the Town with two (2) weeks' notice, or whose position is eliminated with the Town, shall receive, on the basis of the employee's current wages, twenty-five (25) percent of all unused accumulated sick leave for less than ten (10) years of service, thirty (30) percent of all unused accumulated sick leave for ten (10) to fourteen (14) years of service, and fifty (50) percent of all unused accumulated sick leave for fifteen (15) or more years of service.

5. Jury Duty. Employees shall be entitled to full pay at their base rate for absence because of jury duty, provided that reimbursement for same and regular pay together does not exceed an employee's regular wage. Employee must provide proof of juror service to be eligible for pay.

6. Military leave will be granted to employees as provided by Federal Law.

7. Bereavement Leave. Up to three (3) days leave with pay per occurrence shall be granted to an employee for death in the immediate family of the employee only. Immediate family for purposes of this clause is defined as: parents, grandparents, spouse, brother, sister, child, stepchild, son-in-law, daughter-in-law, father-in-law, mother-in-law or grandchild, and any relation who is domiciled in the employee's household. In the event of bereavement during an employee's vacation period, the employee may request the option of charging the days to the employee's bereavement leave.

8. In exceptional cases, and solely at the Town's discretion, the Town may grant additional leave with pay. Request for additional leave should be in writing and must be signed by the employee. The denial of such additional leave with pay shall not be grievable.

9. Whenever an employee is absent from work as a result of personal injury caused by an accident arising out of and in the course of his/her employment, the employee shall receive the workers' compensation payment and, at the election of the employee, a supplement so that the employee receives full pay, provided that in such cases the leave shall be charged to his/her annual or accumulated sick leave on a pro rata basis. Such period shall not exceed one year.

10. Family Medical Leave. FMLA is available to qualified employees in accordance with Federal law.

Article 14 - Vacations

1. The employee's anniversary date of hire will be used to determine the amount of vacation time due. Full-Time employees shall be entitled to vacations with pay at the employee's base pay on the following basis:

    a) Ten (10) days of vacation each year for employees with one (1) year through five (5) years of full-time service.
    b) Fifteen (15) days of vacation each year for employees with five (5) years of full-time service but less than ten (10) years.
    c) Twenty (20) days of vacation each year for employees with ten (10) years of full-time service but less than twelve (12) years.
    d) Twenty-one (21) days of vacation each year for employees with twelve (12) years of full-time service but less than fourteen (14) years.
    e) Twenty-two (22) days of vacation each year for employees with fourteen (14) years of full-time service but less than sixteen (16) years.
    f) Twenty-three (23) days of vacation each year for employees with sixteen (16) years of full-time service but less than eighteen (18) years.
    g) Twenty-four (24) days of vacation each year for employees with eighteen (18) years of full-time service but less than twenty (20) years.
    h) Twenty-five (25) days of vacation for employees with twenty (20) years of service or more.

2. Each full-time employee shall be allowed to accumulate up to twenty-five (25) vacation days.

    a) Pro-rata accumulated vacation pay from the date of hire to the end of the current month shall be granted to an employee in the event the employee terminates service with the Town, providing the employee gives the Town at least two (2) weeks advance written notice of said employee's desire to terminate.

3. In the event of an employee's death, the employee's pro-rata accumulated vacation pay will be paid to the employee's beneficiary listed on the Group Life Insurance Plan signed by the employee and on file with the Town at the time of death.

4. In the event of illness during an employee's vacation period, the employee shall be given an option of charging the sick days to the employee's sick leave, provided a doctor's certificate verifies illness, subject to the approval of the Town Manager.

5. Requests for vacation must be made in writing at least one (1) week prior and are subject to approval by the Town Manager or designee. Public Safety Dispatchers must provide 24- hour notice for one- or two-day's vacation leave with approval of the department head or designee.

6. Any employee who has accrued a minimum of fifteen (15) accumulated vacation days will have the option of being paid for a maximum of five (5) days in any fiscal year in lieu of taking such vacation time.

Article 15 - Holidays

1. The following thirteen (13) holidays shall be observed as days off with full pay:

New Year's Day (1/1)
President's Day (2/22)
Easter Sunday
Independence Day (7/4)
Columbus Day (10/12)
Thanksgiving Day
Christmas Day (12/25)
Martin Luther King Day (1/15)
Good Friday
Memorial Day
Labor Day
Veteran's Day (11/11)
Day after Thanksgiving Day

2. Whenever any of the holidays listed above occur while an employee is out on extended sick leave of ten consecutive workdays, the employee may charge the day to sick leave, in which case the employee shall be entitled to take a day off at a later date to compensate for the holiday. If the employee chooses to take a day off at a later date, the date selected shall be subject to mutual agreement between the employees' immediate superior and the employee. If a subsequent time off is not possible, the employee shall be paid for the day at the employee's regular rate.

3. Holidays are to be used within ninety (90) days of the passing of the holiday date or be paid out. An extension may be granted up to six months.

4. No holiday may be used prior to the holiday date. The thirteen holidays as stipulated will be observed on the date/day stipulated by the Town of Granby, except as noted below.

   a) A full-time dispatcher may work on the holiday for time and one-half pay plus a day to be taken later.

   Or –

   b) A full-time dispatcher may work on the holiday for time and one-half pay plus the normal workday. Through the use of this option, the employee would be using the holiday up without taking the time off.

Or –

c) When a holiday falls on an employee's scheduled day off, the employee shall be granted eight (8) hours straight time as compensation for the holiday. The holiday will then be classified as a used holiday.

Or –

d) When a paid holiday falls on a dispatcher's scheduled day off, the paid holiday may be taken at a future time in lieu of the provision in Article 17, Section B. This is subject to the dispatcher providing her/his immediate supervisor with ten (10) days' notice prior to the holiday, and the supervisor's approval of the request.

5. Premium Holiday Pay

Dispatchers who work on any of the (3) three designated holidays listed below will have worked a Premium Holiday and can choose one (1) option from A through D above, any hours over eight 8 shall be compensated at two and a half (2 ½) times their regular rate of pay.

For the purpose of identifying the hours mentioned herein, the Premium Holiday pay will commence at 2300 hours the day before the actual holiday and end 2300 hours on the designated holiday.

a) Christmas Day
b) Thanksgiving Day
c) Independence Day

Article 16 - Insurance and Pension

The Town shall provide, and the full-time employee shall contribute 15% of the premium equivalent rate for, the following insurance plans or equivalent for full-time employees and their dependents.

a) Medical insurance coverage within the "Anthem HDHP" plan and dental insurance coverage within Delta Dental as presently in force.

1)

b) The Town shall reimburse each employee up to $250 per calendar year toward the purchase of eyeglasses or contact lenses for the employee only. The Town shall reimburse each employee up to $1,800, as a lifetime limit, toward the cost of laser corrective surgery for the employee only. Such reimbursement toward surgery will not pertain to any surgery that occurs within the same calendar year in which the employee has received any reimbursement from the Town toward eyeglasses or contact lenses. Employees shall not be reimbursed more than $1,800 in total during the employee's service career in the Town for any such surgery. Once an employee has received any Town reimbursement toward any surgery, that employee shall not receive any reimbursement toward eyeglasses or contact lenses during the remainder of the employee's service career in the Town. Employees shall not be reimbursed for any eyeglasses, contact lenses, or surgery referenced herein absent the submission of a statement for services rendered, including the date services were rendered, from an optician, optometrist, or other eye care physician.

c) The Town shall provide the following insurances at no cost to the employees:

1) Group Life Insurance based upon two (2) times the employee's annual salary, with double indemnity (employee only).

2) Long term disability insurance plan (employee only).

d) The Union agrees to work cooperatively with the Town in an effort to contain costs for insurance coverage wherever possible. The Union agrees to work cooperatively toward a managed care program.

e) Waiver. The employee may elect to waive all group health insurance benefits and, in lieu thereof, be remunerated in the amount of $2,000.00 per annum provided the employee was eligible for single coverage, in the amount of $3,000.00. per annum provided the employee was eligible for employee plus one coverage, and in the amount of $4,000.00 per annum provided the employee was eligible for family coverage. Such remuneration shall be paid retroactively to the employee on a pro rata basis twice per year, on or about December 1 and June 1. Employees electing this option shall be able to change their options on July 1 for any reason and not more than one time during each fiscal year, unless there has been a significant change in the employee circumstances such as divorce, death of spouse, etc., which warrants such change in option. A request for change must be presented in writing to the Town Manager at least 60 days prior to the beginning of the month in which the change is to take effect. Upon receipt of the revocation of the waiver, coverage by the insurer shall be subject to regulations that may be in effect. Waivers under this section are subject to the approval of the applicable insurance carrier. The Town may require written proof of alternate coverage by the employee and/or family as a precondition to the election of this option.

f) The Town reserves the right to require a physical examination at the Town's expense for determination of fitness for duty.

g) Retired employees may purchase medical insurance and dental insurance coverage as presently in force at their own expense under the Granby insurance group rate as long as their coverage is uninterrupted and does not cause adverse effect on the group's experience as determined by the Town. Once a retired employee is eligible for Medicare, the town's insurance will be supplemental if the employee wishes to continue participation. If the insurance carrier rejects the continuance of any Granby retiree as a member of the Granby insurance group, the Town will not be liable for continuing coverage in any other manner

2. The Town will offer a High Deductible Health Plan ("HDHP").

a) An Open Enrollment period will be held annually on each July 1.

b) Members will be able to select individual, two person or family plan options.

c) Employee premium sharing contributions to these insurance options are shown below:

	2026-2027	**2027-2028**	

HDHP	15%	15%	

3. . Effective July 1, 2026, the Town will contribute 100% of the applicable deductible into an HSA. The Town shall contribute 75% of the annual deductible on a pre-tax basis for fiscal year 2027-2028. Funding shall be made in full in July. Employees may also participate in pre-tax deductions as may be permitted under Section 125 of the IRS Code.
   d) Employees will assume responsibility for all fees associated with their HSA. It is understood that the Town has no obligation to fund any portion of the HSA deductible for the HDHP after the employee has left the Town's employ. The Town will make contributions into an HRA for employees that are eligible for such accounts.

4. Pension

   a) Retirement benefits shall be as provided to full-time employees by ordinance adopted November 10, 2003. All new employees hired after November 11, 2016 will join the Defined Contribution Plan and will not be part of the Defined Benefit Plan. The employee will pay 7% and the employer will match 7%. Employees already enrolled in the Defined Contribution Plan will also contribute 7%, which the employer will match.

   b) 457 Deferred Compensation. The Town agrees to make the appropriate deduction for employees who participate in a 457 deferred compensation program. The Town shall determine the total number of programs that are available to employees.

Article 17 - Disciplinary Action

1. All disciplinary actions shall be applied in a fair manner and shall be consistent with the infraction for which disciplinary action is being applied.

2. All disciplinary actions may be appealed through the established grievance procedure.

3. Except in the case of emergency, notification of all suspensions and discharges shall be made in writing with reasons stated and a copy given to the employee and the Union at the time of suspension or discharge.

4. Discipline of an employee shall be done in a private manner when practical.

5. The severity of the disciplinary action to be taken shall depend on the seriousness of the employee's violation. Disciplinary action shall be administered in a progressive manner, shall not be limited to the following**,** and need not follow this order depending on the seriousness of the infraction of the employee.

   a) documented oral warning.
   b) written warning.
   c) suspension with or without pay.
   d) discharge.

6. Any documented oral or written warning shall not be used as progressive discipline if it is over two years old unless there is a reoccurrence of similar discipline. However, any prior discipline will apply in the event other discipline is imposed within the two-year period.

7. No new disciplinary material shall be placed in an employee's personnel file unless the employee has had an opportunity to sign it (indicating receipt of such material).

8. If the employee decides during a potential disciplinary interview, he/she needs a representative, the meeting shall come to a close**.** The union will work to obtain a representative as soon as possible.

Article 18 - Uniforms/Clothing/Shoes

1. Public Safety Dispatchers shall be provided with uniforms and uniform replacements as needed if these uniforms are required by the Town.

2. Eyewear or personal items that are damaged under unusual circumstances while the employee is in the course of performing his/her responsibilities shall be replaced by the Town to a maximum of $300 to the extent that such damage is due in no part to employee negligence.

Article 19 - Mileage Reimbursement

1. An employee authorized to drive their own vehicle for Town business shall be compensated at the IRS rate. An employee must obtain authorization to use a personal vehicle by email process in advance from the Chief of Police.

Article 20 - Grievance Procedure

A grievance shall be defined as a claim by an employee or the Union that there has been a violation, misinterpretation or misapplication of the specific provisions of this agreement. Grievances shall be settled in the following manner:

The establishment of the steps for the formal handling of grievances shall not prohibit or discourage discussion between an employee and his supervisor of any matter arising out of the employee's relationship with the Town. An employee with a potential grievance shall meet with a supervisor in an attempt to clear up any misunderstandings and attempt to resolve the issue amicably. If unable to come to a resolution, the employee may proceed to step 1.

Step 1. The aggrieved employee shall present in writing the grievance or dispute to their immediate supervisor within fourteen (14) calendar days of the date of the grievance or his knowledge of its occurrence. The written grievance shall include a statement of the grievance and facts involved, the alleged violation of the agreement, and the remedy requested.

Within fourteen (14) calendar days after the supervisor receives such grievance, a meeting shall take place with the grievant and a union representative (if requested by the grievant) for the purpose of adjusting or resolving such grievance. The supervisor shall render a decision within fourteen (14) calendar days after the hearing.

Step 2. If the grievance has not been settled, it shall be presented in writing to the Chief of Police within fourteen (14) calendar days after the supervisor's response is received. Within fourteen (14) calendar days after the Chief of Police receives such grievance, a meeting shall take place with the grievant and a union representative (if requested by the grievant) for the purpose of

adjusting or resolving such grievance. The Chief of Police or a designated representative shall render his decision in writing within fourteen (14) calendar days after the hearing.

Step 3. If the grievance has not been settled, it shall be appealed to the Town Manager within fourteen (14) calendar days after the decision of the Chief of Police, or the designated representative is received. Within fourteen (14) calendar days after the Town Manager receives such grievance, he or his designated representative shall arrange to and shall meet with the grievant and a union representative, if requested, for the purpose of adjusting or resolving such grievance. The Town Manager or his designated representative shall render a decision within fourteen (14) calendar days after the hearing.

Step 4. If the grievance has not been settled, the union may submit the said grievance to arbitration. Either party shall have the option to choose either the Connecticut State Board of Mediation and Arbitration or the American Arbitration Association; however, if either party chooses A.A.A., then the cost of the arbitrator shall be equally shared. The decision of the arbitrator(s) shall be final and binding.

Any arbitrator shall be limited to ruling on interpretations as to the application or meaning of the terms of the Agreement, and shall have no power to add to, or subtract from, or modify any of the terms of this Agreement.

Failure by the Union at any step to appeal within specified time limits shall be considered acceptance of the last decision rendered. Failure of the Town to render a decision within the specified time limits shall be grounds for appeal to the next step. The time limits specified herein may be extended by written agreement.

Neither the Town nor the union shall object to the use by either party of a public stenographer or a mechanical recording device at Step 4 of this procedure.

All answers at any stage of this procedure shall be in writing to the grievant and union.

The Union and the Town may take appropriate steps to combine grievances, which they agree arise out of the same subject or event in order to avoid the necessity of processing and hearing several grievances. It is understood that decisions and remedies in such combined cases may vary based on the facts of each case.
Probationary employees shall have the same right to union representation as have permanent employees at disciplinary meetings and throughout this grievance procedure, but probationary employees shall have no access to the grievance procedure in cases of dismissal.

In the event an employee voluntarily terminates employment with his position in the Town, any grievances pending shall become void. This will not affect the remaining people in a combined grievance.

Article 21 - Wages and Longevity

1. Longevity. Each full-time employee shall receive in a separate paycheck additional compensation for years of service as follows:

   5 years - $250 10 years - $500 15 years - $750 20 years - $1,000
   25 years - $1,250

30 years - $1,500

2. General Wage Increase:

2026-2027 – 3.0% above current rates.2027-2028 – 3.0% above current rates

Article 22 - Savings Clause

If any section, sentence, clause or phrase of this agreement shall be held for any reason to be inoperative, void or invalid, the validity of the remaining portions of this agreement shall not be affected thereby. Either party may notify the other party in writing of its desire to bargain collectively over any invalidated articles, sections, clauses, or phrases. Neither party is obligated to participate in any such negotiations.

Article 23 - Duration

1. This agreement shall be effective from July 1, **2026** through June 30, 2028. This Agreement shall remain in full force and be effective during the period of negotiations.

2. Either party may notify the other party in writing of its desire to bargain collectively with respect to the successor agreement. Negotiation sessions shall commence on or about January 2026, with an expected completion date of June 30,2026. This agreement shall not otherwise be terminated except by mutual consent of both parties.

3. This agreement, upon ratification, supersedes and cancels all prior practices, memoranda, understandings and agreements, whether written or oral, unless expressly stated to the contrary and included in writing herein, and constitutes the complete and entire agreement between the parties and concludes collective bargaining for this term.

Schedule A - Wages

Based upon successful evaluation, which shall include attendance and supervisor recommendation, each employee shall receive wages according to the attached schedules. Evaluations will be completed prior to July 1st of each fiscal year. Each employee shall receive a step increase following the first pay period of the anniversary date of employment. However, if an employee receives a promotion, this date becomes the employee's new anniversary date only in relation to future step increases. Only step increases shall be based upon successful evaluation. Yearly general wage increases shall be automatic.

In addition, dispatchers working the second shift will receive one dollar ($1.00) per hour worked (paid as other pay) as a shift premium. The dispatchers working shift A (11 p.m. to 7 a.m.) will receive one dollar twenty-five cents ($1.25) per hour worked (paid as other pay) as a shift premium. Dispatchers conducting training will receive a $3.25 premium per hour for each hour of training.

Part-time employees shall receive wages according to the following schedules for their position. Any part-time dispatcher who has ten (10) years seniority or more will move to the next salary above their current salary in the full-time dispatcher pay grid and continue to advance on that grid every other year.

Fiscal Year	PAY GRADE	POSITION TITLE (NON-EXEMPT HOURLY) (40 Hrs./Wk.)	HOURLY WAGE RANGE A	B	C	D	E
2023-24 (3%, retroactive)	GN-1	Public Safety Dispatcher (40 Hrs./Wk.)	$26.39	$28.13	$29.93	$31.68	$33.45
2024-25 (3%)	GN-1	Public Safety Dispatcher (40 Hrs./Wk.)	$27.18	$28.97	$30.83	$32.63	$34.45
2025-26 (3.5%)	GN-1	Public Safety Dispatcher (40 Hrs./Wk.)	$28.13	$29.98	$31.91	$33.77	$35.66
2023-24 (3%, retroactive)	Part-Time	Public Safety Dispatcher	$26.39				
2024-25 (3%)	Part-Time	Public Safety Dispatcher	$27.18				
2025-26 (3.5%)	Part-Time	Public Safety Dispatcher	$28.13				

Fiscal Year	PAY GRADE	POSITION TITLE (NON-EXEMPT HOURLY) (40 Hrs./Wk.)	HOURLY WAGE RANGE				
			A	B	C	D	E
2026-27 (3%)	GN-1	Public Safety Dispatcher (40 Hrs./Wk.)	$28.97	$30.88	$32.87	$34.78	$36.73
2027-28 (3%)	GN-1	Public Safety Dispatcher (40 Hrs./Wk.)	$29.84	$31.81	$33.86	$35.82	$37.83
2026-27 (3%)	Part-Time	Public Safety Dispatcher	$28.97				
2027-28 (3%)	Part-Time	Public Safety Dispatcher	$29.84				

Signature page

IN WITNESS WHEROF, the Parties agree to the terms of this Agreement and set their hand and seal this _____ day of _____, in the year of_____.

For the Town of Granby:

_____
Michael P. Walsh
Town Manager

_____
Kimi Cheng
Director of Finance

Kevin E. Boyle

For Local 424 - Unit 56, UPSEU

_____
UPSEU President

_____
Jane Capps
Local Union President

David Perrotti
UPSEU- Labor Relations

TOWN OF GRANBY

MEMORANDUM **DATE:** April 9, 2026

TO: The Granby Board of Selectman

FROM: Krista Shaffer, Granby Human Resources Director

REGARDING: **UPSEU Dispatcher Collective Bargaining Agreement**

The current UPSEU Dispatcher Collective Bargaining expires on 6/30/2026. We began negotiations in February with an off the record discussion. Realizing that only a few items were on the table, negotiations took place and a new agreement was ratified by the Union on March 27. This 2 year contract, 6/30/26 – 6/30/28, will put us on the same negotiation schedule with the UPSEU DPW collective bargaining agreement. Below are the changes made from the existing contract:

- Full-time employee premium share contribution for medical and dental benefits will change from 18% to 15%.
- The waiver for full-time employees who have other coverage and decline our medical and dental coverage will change from $1,500 to $2,000 for single, $2,500 - $3,000 for dual, $3,500 - $4,000 for family.
- The Town's contribution to the HSA will be 100% of the applicable deductible in 2026/27, and 75% in 2027/28.
- A general wage increase of 3% in 2026/27 and 2027/28. The paygrades were adjusted accordingly.
- Minor grammatical and language clarification changes.

The Town of Granby
Analysis of the Dispatchers Contract
Prepared as of April 13, 2026

Wages	Medical Prem. Share
3%, 3%	15%

Employees Covered 4

	@6/30/26	Precon. GWI 0.00%	6/30/26 Base Total	Year 1 @7/25 3.00%	6/30/27 Base Total	Year 2 @7/27 3.00%	6/30/27 Base Total
Reg. Wages	285,480	-	285,480	8,564	294,044	8,821	302,866
OT Wages	54,902	-	54,902	1,647	56,549	1,696	58,246
Total	340,382	-	340,382	10,211	350,593	10,518	361,111

Year		Wage Inc. Per Year	Wage Inc. Total	Year 1	Year 2	Total Per Year	Total Per Contract	Prem. Sh. Inc.	Ann. Net Increase	Net Increase	% Inc. Ann.
Pre		-	-			-	-	-	-	-	0.0%
	1	10,211	10,211	10,211	10,211	10,211	10,211	-	10,211	10,211	3.0%
	2	10,518	20,729		10,518	10,518	20,729	-	10,518	20,729	3.0%
	3	-	-			-	-	-	-	-	0.0%
	4	-	-			-	-	-	-	-	0.0%
						-	-				
Total			30,941	10,211	20,729	20,729	30,941	-	20,729	30,941	6.0%
									Annualized		3.0%

TOWN OF GRANBY

MEMORANDUM

DATE: April 13, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager

REGARDING: **Library Job Description Approval – Various Part-time Positions**

One of the projects the Town continues to work on is the update of job descriptions, as necessary, to reflect new job responsibilities, or to bring the job descriptions into better compliance with current labor law.

Today we ask for your approval for four attached job descriptions covering the duties performed by part-time Library workers.

Krista Shaffer, the Town's Human Resources Director, and Amber Wyzik, the Town's Library Director have worked cooperatively to amend these job descriptions to better represent the work done at the Library by these workers.

Please see the attached memo from Krista to better understand the changes we're seeking approval for today.

As it relates to the attached job descriptions, Charter Section 9-1 establishes the Merit System with Charter Section 9-2 establishing the Classified Service, including the creation of job descriptions. Per the Charter, job descriptions are then approved by the Board of Selectmen.

Accordingly, I respectfully request the following motion be approved to allow these job descriptions to be officially accepted by the Board of Selectmen.

Proposed Motion:
I move that the Board of Selectmen approve the attached four job descriptions for the Granby Public Library as presented.

I will be on hand to answer any questions on this request. Thank you!

TOWN OF GRANBY

MEMORANDUM **DATE:** April 13, 2026

TO: The Granby Board of Selectmen

FROM: Krista Shaffer, Granby Human Resources Director

REGARDING: **Library Job Description Changes**

In an effort to clarify the part-time roles in the Library, the following job descriptions were created by the Library Director and reviewed and approved by Human Resources:

1. Library Assistant
2. Children's Library Specialist
3. Library Technical Assistant
4. Makerspace Technician

These updated descriptions provide the incumbents with a better understanding of what is expected in each area. No monetary adjustments were made. These are part-time non-union positions only requiring the approval from the Board of Selectmen.

Town of Granby
Library Assistant
Job Description

Job title: Library Assistant

Department: Granby Public Library

FLSA Status: Hourly/Non-exempt

Reports to: Library Director**.** Works under the general direction of the Children's and Teen Librarian, Head of Circulation/Technical Services, Adult Program Coordinator.

Position Summary:

The Library Assistant supports the daily operations of the library by providing exceptional customer service to patrons, assisting with circulation tasks, and maintaining orderly and accessible collections. This position helps users locate materials, answers basic reference questions, and assists with technology needs such as public computers and printing. The Library Assistant also performs routine clerical duties, may help prepare and present programs, and always ensures a welcoming and inclusive environment that reflects the library's mission to serve the community

Essential Duties and Responsibilities:

- Performs work relating to the circulation of library materials; charges and discharges library materials, registers patrons, and receives and records fees and fines.
- Assists in emptying the book drops throughout the daily operation of the library.
- Assists in the daily maintenance of the periodical and newspaper collections.
- Assists users of all ages in the use of the catalog, interlibrary loan, electronic resources, and basic reference transactions.
- Assists patrons in the use of computers, the public printer, copier, scanner, and fax.
- Assists with the development and maintenance of materials that promote the use of the library. Keeps abreast of new materials and trends.
- Maintains a respectful facility and work environment by keeping the work area neat, handling cleanups, and reporting maintenance issues promptly and appropriately.
- Assures the confidentiality of library use and patron accounts.
- Identifies, collects, and presents statistics as needed.
- Performs opening and closing procedures as established by the department.
- Keeps informed of current local and consortium policies, procedures, and practices and interprets them to the public in a pleasant and effective manner.
- Helps maintain an environment that is attractive, inviting, and safe.
-

CHILDREN'S AND TEEN DEPARTMENT SPECIFIC

- Assists with the design, preparation, and implementation of programs and activities for families and children.
- Uses a variety of tools, including social media, to expand the reach of the Children's Department and the library.

PROGRAMMING SUPPORT SPECIFIC

One staff member will serve as the dedicated Programming Support Assistant, primarily based at Cossitt Library. Their main responsibility will be to assist the Adult Program Coordinator, especially during periods of lower activity or as needed to ensure smooth program operations.

- Organizes and enters program information into various public-facing platforms including, but not limited to, the library's online calendar, *The Drummer*, social media, and printable flyers.
- Enters necessary information into data tracking systems such as Cossitt Foot Traffic and Library Calendar Attendance.
- Gathers and organizes supplies, handouts, or other materials needed for programs.
- Supports the Program Coordinator with the setup, breakdown, and supervision of evening programs and events, which may be held nights and weekends. This includes welcoming attendees, answering questions, and providing guidance during programs.

ADDITIONAL DUTIES

- Assists with the preparation and distribution of promotional materials, including but not limited to flyers, press releases, bibliographies, signage, and displays that encourage the use of the library.
- Assists with periodic weeding of the collection.
- Provides guidance to Pages and volunteers.
- May attend professional meetings, workshops, and continuing education opportunities.
- Assists in other departments as needed and performs other duties as assigned.

Education, Knowledge and Work Experience Requirements:

- Basic knowledge of library services, resources, and organization, or the ability to learn quickly.
- Proficiency with computers, office software (word processing, spreadsheets, email), and standard library technology such as integrated library systems (ILS), public printers, and self-check machines.
- Strong interpersonal skills and the ability to provide courteous, effective customer service to patrons of all ages and backgrounds, both in person and on the phone.
- Detail oriented and be able to multitask, prioritize and follow established procedures.
- Must be able to work independently as well as part of the larger Library team.
- High school diploma or equivalent required; college experience preferred.
- Prior customer service or clerical experience preferred, ideally in a library or similar public service environment.

Physical Requirements:

The physical demands and work environment characteristics described here are representative of those required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- Ability to stand and walk for extended periods of time; move throughout the library; bend, reach, and crouch to shelve and retrieve materials; and push and pull carts loaded with materials.
- Ability to use a PC terminal, laptop, or tablet for extended periods of time.
- Ability to carry supplies and equipment weighing up to twenty-five (25) pounds

Print Employee Name:

Employee signature: **Date:**

Town of Granby
Children's Library Specialist
Job Description

Job title: Children's Library Specialist

Department: Granby Public Library

FLSA Status: Hourly/Non-exempt

Reports to: Library Director. Works under the general direction of the Children's and Teen Librarian and Head of Circulation/Technical Services.

Position Summary:

The Children's Library Specialist fulfills all the responsibilities of a Library Assistant with a focus on Children's and Teen Services. This position supports the Children's and Teen Librarian by helping to plan, prepare, and present age-appropriate programs and by assisting with the development and maintenance of the Children's and Teen library collections.

Essential Duties and Responsibilities:

- Assists in the planning, development, and implementation of library programs and services for children and young adults, including story hours, library tours, and related events.
- Educates and assists patrons in the use of the library catalog and reference materials; answers basic reference questions; locates information or guides patrons to appropriate source materials.
- Assists patrons in using computer systems to locate books and materials and to access the internet and online reference sources as well as the use of the public printer, copier, scanner, and fax.
- Keeps abreast of new materials and trends. Participates in the development of the Children's Services collection by recommending selections to the Children's and Teen Librarian.
- Performs collection maintenance tasks including shelf reading, weeding damaged or obsolete materials, and identifying gaps in subject areas.
- Assists in emptying the book drops throughout the daily operation of the library.
- Assists with the development and maintenance of promotional materials that encourage the use of the library. Uses a variety of tools, including social media, to expand the reach of the Children's Department and the library.
- Maintains a respectful facility and work environment by keeping the work area neat, handling cleanups, and reporting maintenance issues promptly and appropriately.
- Assures the confidentiality of library use and patron accounts.
- Identifies, collects, and presents statistics as needed.
- Performs opening and closing procedures as established by the department.
- Keeps informed of current local and consortium policies, procedures, and practices and interprets them to the public in a pleasant and effective manner.Helps maintain an environment that is attractive, inviting, and safe.

ADDITIONAL DUTIES

- Organizes programs and activities with school librarians, teachers, parent groups, and community organizations.
- Attends professional library conferences or training opportunities to remain informed about developments in children's library services.
- Provides guidance to Pages and volunteers.
- Performs other duties as assigned.

Education, Knowledge and Work Experience Requirements:

- High school diploma or equivalent required; college experience preferred.
- Experience working with children in a classroom, preschool, daycare, or similar environment is desirable.
- Prior customer service or clerical experience preferred, ideally in a library or similar public service environment.
- Basic knowledge of library services, resources, and organization, or the ability to learn quickly.
- Proficiency with computers, office software (word processing, spreadsheets, email), and standard library technology such as integrated library systems (ILS), public printers, and self-check machines.
- Strong interpersonal skills and the ability to provide courteous, effective customer service to patrons of all ages and backgrounds, both in person and on the phone.
- Detail oriented and be able to multitask, prioritize and follow established procedures.
- Must be able to work independently as well as part of the larger Library team.

Physical Requirements:

The physical demands described here are representative of those required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- Ability to stand and walk for extended periods of time; move throughout the library; bend, reach, and crouch to shelve and retrieve materials; and push and pull carts loaded with materials.
- Ability to be physically active while participating in children's programs and activities.
- Ability to use a PC terminal, laptop, or tablet for extended periods of time.
- Ability to carry supplies and equipment weighing up to twenty-five (25) pounds.

Print Employee Name:

Employee signature: **Date:**

Town of Granby
Library Technical Assistant
Job Description

Job title: Library Technical Assistant

Department: Granby Public Library

FLSA Status: Hourly/Non-exempt

Reports to: Library Director. Receives direction from Head of Circulation/Technical Services

Position Summary:

The Library Technical Assistant (LTA) is considered a senior-level Library Assistant. This position provides essential support for the daily operations of the library. The LTA assists patrons with basic reference and technology needs, manages circulation services, and supports the organization and maintenance of library collections. The Technical Assistant also helps prepare materials, maintain accurate records, and support enhanced library services.

Essential Duties and Responsibilities:

- Performs daily copy cataloging of library materials.
- Reviews materials to identify items in need of repair and withdraws outdated or obsolete materials from the collection.
- Performs work relating to the circulation of library materials; charges and discharges library materials, registers patrons, and receives and records fees and fines.
- Assists in emptying the book drops throughout the daily operation of the library.
- Assists in the daily maintenance of the periodical and newspaper collections.
- Educate and assists users of all ages in the use of all library resources, including but not limited to catalog, interlibrary loan, electronic resources, basic reference transactions and locating requested materials.
- Assists patrons in the use of computers, the public printer, copier, scanner, and fax.
- Assists with the development and maintenance of materials that promote the use of the library.
- Maintains a respectful facility and work environment by keeping the work area neat, handling cleanups, and reporting maintenance issues promptly and appropriately.
- Assures the confidentiality of library use and patron accounts.
- Identifies, collects, and presents statistics as needed.
- Performs opening and closing procedures as established by the department.
- Keeps abreast of new materials and trends as well as current local and consortium policies, procedures, and practices and interprets them to the public in a pleasant and effective manner.
- Helps maintain an environment that is attractive, inviting, and safe.

ADDITIONAL DUTIES

- Assists with the preparation and distribution of promotional materials, including but not limited to flyers, press releases, bibliographies, signage, and displays that encourage the use of the library.
- Assists with periodic weeding of the collection.
- Provides guidance to Pages and volunteers.
- Assists in other departments as needed.
- May attend professional meetings, workshops, and continuing education opportunities.
- Performs other duties as assigned.

Education, Knowledge and Work Experience Requirements:

- High school diploma or equivalent required; college experience preferred.
- Prior customer service or clerical experience preferred, ideally in a library or similar public service environment.
- Basic knowledge of library services, resources, and organization, or the ability to learn quickly.
- Proficiency with computers, office software (word processing, spreadsheets, email), and standard library technology such as integrated library systems (ILS), public printers, and self-check machines.
- Ability to learn cataloging and circulation procedures.
- Strong interpersonal skills and the ability to provide courteous, effective service to patrons of all ages and backgrounds.
- Detail oriented and be able to multitask, prioritize and follow established procedures.
- Must be able to work independently as well as part of the larger Library team.

Physical Requirements:

The physical demands and work environment characteristics described here are representative of those required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- Ability to stand and walk for extended periods of time; move throughout the library; bend, reach, and crouch to shelve and retrieve materials; and push and pull carts loaded with materials.
- Ability to use a PC terminal, laptop, or tablet for extended periods of time.
- Ability to carry supplies and equipment weighing up to twenty-five (25) pounds.

Print Employee Name:

Employee signature: **Date:**

Town of Granby
Makerspace Technician
Job Description

Job title: Makerspace Technician

Department: Granby Public Library

FLSA Status: Hourly/Non-exempt

Reports to: Library Director. Receives direction from Branch Manager & Adult Program Coordinator.

Position Summary:

The Makerspace Technician assists with the planning, scheduling, promotion, and implementation of maker-related programming. This position is responsible for supporting the operation of the library's makerspace area and equipment and provides maker and technology related customer service and training to the public. The Makerspace Technician also assists in maintaining reports and statistics related to makerspace use and program attendance.

Essential Duties and Responsibilities:

- Serves as a resource for patrons using the makerspace facility and equipment and ensures patrons handle equipment and materials safely.
- Updates, maintains, and troubleshoots makerspace equipment as needed; maintains supplies and tracks inventory and requests the purchase of consumable supplies. Alerts the Branch Manager to any maintenance issues.
- Assists with the planning, scheduling, and teaching of courses related to certification, safety, and general use of makerspace equipment.
- Assists in the research and development of innovative maker activities and programs to expand the library's appeal and relevance.
- Assists patrons in the use of computers, the public printer, copier, scanner, and fax.
- Assists with the development and maintenance of materials that promote the use of the library.
- Maintains a respectful facility and work environment by keeping the work area neat, handling cleanups, and reporting maintenance issues promptly and appropriately.
- Assures the confidentiality of library use and patron accounts.
- Identifies, collects, and presents statistics as needed.
- Performs opening and closing procedures as established by the department.
- Keeps abreast of new materials and trends as well as current local and consortium policies, procedures, and practices and interprets them to the public in a pleasant and effective manner.

ADDITIONAL DUTIES

- Provides task supervision to volunteers as assigned.
- Collects patron payments for consumable materials when applicable.
- Performs other duties as assigned.

Education, Knowledge and Work Experience Requirements:

- High school diploma or equivalent required; college experience preferred.
- Prior customer service or clerical experience preferred, ideally in a library or similar public service environment.
- One or more years of experience in a maker, technical, or creative technology environment preferred, or any combination of education, training, and experience that demonstrates the ability to perform the duties of the position. Basic knowledge of library services and resources.
- Basic knowledge and experience installing and troubleshooting software and hardware configurations.
- Ability to understand and carry out instructions furnished in written, oral, or diagrammatic form.
- Ability to safely and correctly operate a variety of tools and makerspace equipment.
- Ability to communicate effectively with coworkers and supervisors.
- Proficiency with computers, office software (word processing, spreadsheets, email), and standard library technology such as integrated library systems (ILS), public printers, and self-check machines.
- Strong interpersonal skills and the ability to provide courteous, effective service to patrons of all ages and backgrounds as well as communicate effectively and professionally with all Library staff.
- Detail oriented and be able to multitask, prioritize and follow established procedures.
- Must be able to work independently as well as part of the larger Library team.

Physical Requirements:

The physical demands and work environment characteristics described here are representative of those required to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

- Ability to stand and walk for extended periods of time; move throughout the library; bend, reach, and crouch to retrieve materials and equipment; and push and pull carts loaded with materials.
- Ability to use a PC terminal, laptop, or tablet for extended periods of time.
- Ability to carry supplies and equipment weighing up to twenty-five (25) pounds.

Print Employee Name:

Employee signature: **Date:**

TOWN OF GRANBY

MEMORANDUM

DATE: April 13, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager

REGARDING: **Holcomb Farm Survey Bill Payment Approval**

The Town of Granby entered into a Holcomb Farm Stewardship Fund Trust agreement dated June 8, 2023. In that agreement, the Board of Selectmen are designated as the Grantor of the Trust.

In that agreement, the "THIRD" item references "…during the duration of the Trust, upon Grantor's request, pay some or all of the net income…for such worthwhile and necessary support of the operation, maintenance and capital expenses of Holcomb Farm…"

As you may recall, back in late 2025, the Town of Granby accepted an updated survey related to the Holcomb Farm and via motion, added that survey to the Town's land records. Additionally, at that time, the Board of Selectmen also approved payment from the Holcomb Farm Stewardship Trust Fund for ½ the cost of the survey. The rest of the cost was paid by the Granby Land Trust (GLT).

Recently, the GLT received the final billing related to that survey and that billing was for the task of "staking" the boundaries of the property. The GLT has recently paid the entire bill and is now seeking ½ as a reimbursement.

Based on the agreement in place and that Trust agreement section as noted above, we are respectfully requesting that half of the survey bill, or $897.50 be paid from the Trust toward the survey expenditure, reimbursing the Granby Land Trust.

Accordingly, I respectfully request that the Board of Selectmen consider the following additional motion for approval.

Proposed Motion:
I move that the Board of Selectmen approve the payment of $897.50 from the Holcomb Farm Stewardship Fund Trust for half the cost of the land survey completed by Denno Land Surveying with an invoice date of March 5, 2026 with payment made to the Granby Land Trust.

I will be on hand at your meeting if anyone has any questions. Thank you.

DENNO
LAND SURVEYING

March 5, 2026

INVOICE
#25-56B

Bill To:
Granby Land Trust
Rick Orluk, President
P.O. Box 23
Granby, CT 06035

Location
115, 123 & 128 Simsbury Rd.
Granby, CT

Description of Services:

- Calculate and prepare staking notes – rebars*
- Set rebar*
- Prepare mylar for client

Total Due for Work Done to Date: $ 1,795.00

*2nd part of proposal was not billed in original invoice.

Payable upon receipt to:

Denno Land Surveying & Consulting, LLC
2 Tunxis Rd., Suite # 214
Tariffville, CT 06081

Unpaid balances will incur a 1.5% per month service charge assessed on the balance due beginning 30 days after invoice date.
Payment can be made by check or cash. Thank you!

2 Tunxis Road, Suite #214 • Tariffville, CT 06081
Phone: (860) 408-9167 • E-mail: dennolandsurveying@gmail.com

DENNO
LAND SURVEYING

November 18, 2025

INVOICE
#25-56

Bill To:
Granby Land Trust
Rick Orluk, President
P.O. Box 23
Granby, CT 06035

Location
115, 123 & 128 Simsbury Rd.
Granby, CT

Description of Services:

- Research on-line and at town hall
- Locate edge of woods and fence
- Calculate boundary
- Label plan
- Walk site with client
- Calculate and prepare staking notes – rebars*
- Set rebar*
- Calculate and prepare plan
- Label boundary plan
- Send to client

Total Due for Work Done to Date: **$ 5,640.00**

Pd 12/8/25
less non-highlighted work

Payable upon receipt to:

Denno Land Surveying & Consulting, LLC
2 Tunxis Rd., Suite # 214
Tariffville, CT 06081

Unpaid balances will incur a 1.5% per month service charge assessed on the balance due beginning 30 days after invoice date.
Payment can be made by check or cash. Thank you!

2 Tunxis Road, Suite #214 • Tariffville, CT 06081
Phone: (860) 408-9167 • E-mail: dennolandsurveying@gmail.com

TOWN OF GRANBY

MEMORANDUM **DATE**: April 13, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager

REGARDING: **Town Manager's Report as of March 31, 2026**

Please accept the following summary of departmental activities underway throughout the town through the month of March, 2026 as detailed to me by the various department heads. As you've experienced over the last two years at the first Board of Selectmen's meeting of every month, this departmental activity report details all town departmental activity each month.

Moving forward, future activity reports will focus on half of the Town departments each month effectively bifurcating the report allowing each department to report their activities bimonthly, or every other month.

Departmental Activity reports after this month will follow the following cadence: Finance, Assessor, Tax Collector, Town Clerk, Human Resources, Library, and the Police. In the following month, the following cadence will be in effect: Community Development, Community Services including Senior, Youth, Parks, and Social, Public Works, and IT Services.

Finance, Tax Office, Assessors Office

- Attended budget workshops and prepared the Budget Book for the budget hearing.
- Consolidated data from Salmon Brook Water District and Aquarian for sewer tax bills.
- Conducted a tax sale on March 4, 2026, on 2 parcels.
- Sent rate book transmittal to QDS for a printed 2023 Grand List.
- Sent delinquent motor vehicle accounts to Rossi Law Offices.
- Secured and received payment of $378,000 for the additional PA490 Conveyance Tax the Assessor's Office discovered and assessed.
- Recorded and transferred all deeds, probate certificates, foreclosures, & name changes.
- Prepared and worked with the Board of Assessment Appeals to ensure proper filing, legal notices, and adherence to the Connecticut State Statutes.
- Held Board of Assessment Appeals Meetings and Hearings.
- Made any adjustments due to the Board of Assessment Hearings and notified all Board of Assessment Applicants of the Board's decisions.
- Recorded and processed address changes and name changes for the Tax Collector on Motor Vehicles, Real Estate, and Personal Property, so the bills will be sent to the correct address and owner.
- Processed all Motor Vehicle Pro Rates on sold, stolen, registered out of State, & totaled.
- Accepted, processed, and verified all State and Local Elderly Applications and Disability applications and Income for benefits for State and Local Compliance.
- Accepted and verified all Additional Veterans Applications and Income for benefits and State and Local Statute Compliance.

Library

- Library staff members participated in various trainings to prepare for the upcoming migration to a new library catalog system
- The Seed Library is now open at Cossitt Library. Stop in and get the seeds.
- America250 programs continue at the library:
    - Colonial Crafting: Pomanders (grades 3–5) engaged children in history-inspired art by creating traditional pomanders from oranges and cloves.
    - Upcoming Grandma's Quilt program (grades K–2) will combine storytelling and art as children design paper quilts using geometric shapes.
    - Teen Fiber Arts Club: Weaving (grades 6–12) allowed participants to create cardboard looms and practice basic weaving techniques.
    - The Web They Wove: lecture on contributions of New England women during the revolutionary era. (sponsored by SBHS, AL and FOGPL)
- 113 kindergarten students from Kelly Lane School visited the library for story time, a tour, a craft, and the opportunity to receive library cards and check out books.
- Over 100 people attended the "Mush" program hosted by Karen Land, dog sled endurance racer and three-time Iditarod Trail race participant, and her husky Sophia.

Community Development

- The POCD Committee held a public workshop on March 12th. The Committee reviewed the feedback at the last meeting and continues to work on the plan update. The next meeting will be held on April 28th at 7 PM in the Town Hall Meeting Room. Comments may be emailed to pocd@granby-ct.gov or residents can contact the Community Development Department at 860-844-5318.
- The Fire Marshal is working with the Grants Administrator to finalize the grant report for the Hartford Foundation. The grant funds were used to purchase smoke alarms and carbon monoxide detectors.
- An RFP has been issued for professional land survey services, including for the Salmon Brook Park walking path extension that was awarded funding under STEAP and for general on-call needs. Responses are due in early April.
- A bid has been issued for a housing rehab project. The Housing Rehab Program is funded by CDBG grant funds and is a revolving loan program. Income qualifying households may apply for a no interest loan for certain home repairs and improvements. The loan is repaid once the property transfers and the funding can be used again.

Information Technology

- Phone System Audit Project – working to transition lines at Senior Center currently. Alarm system vendor to complete necessary work in April on alarm lines in each building so that we can continue switching carriers at a cost savings.
- Police Dispatch Project - Assisting move from temporary EOC setup to the new setup. School lockdown system and 1 station have been moved. 2nd station move in progress.
- In progress - working with CEN our internet service provider to bring fiber into the BOE data center to provide internet service to the fire stations at a cost savings.
- In progress – repair of broadcast server used for meetings located at the Senior Center Completed network configuration work at Granby Ambulance Association to transition them to the Town's internet service at a cost savings
- Tech support work steady

Police Department

Human Resources, Training and Community Outreach, Projects

- Dispatcher Tracy Dunne was promoted to fulltime dispatcher status
- Officer Wilkins completed his Field Training and is now on patrol
- Officer Montanez completed his Field Training and is now on patrol

- Sergeant Kreimes and Officer Abalan attended CLEAR symposium
- Dispatch renovation completed and subject to relocate into new center 3/23/26.

Crime/Noteworthy Items

- Major snowstorm event, no major incidents noted
- Report from local bank of check fraud incident, arrest made on scene
- 2 Stolen vehicles from center area
- Raccoon tested positive for rabies in south end of Town of Granby

Public Works

- New England Aquatics, waiting for a date for them to add sand to the beach area.
- SBP, steel building construction, under way, hold up being the garage door.
- Generator installation for the SBP Rec building is being scheduled.
- GPL generator project is being repriced by Energy Systems to fit within the cap.
- Mezzanine project, we are reaching out to stairway manufacturers for pricing and getting quotes to replace the window with a door.
- Eversource continues to work on plans to get pricing for power to the Rovers area.
- Creating specifications for a pickle ball court.
- Reviewing, updating capital roads, Stuart and Keven
- Test holes will be dug at the West Granby Church parking lot for paving.
- Determining structure of existing concrete for the DPW trough project.
- Creating RFP for HF Main Barn siding
- Midstate Construction continues work on building an access Rd. to the Mountain Rd. tower site. Mud is abundant and slowing progress. Eversource is expected to install their power pole any day now.
- Dispatch project renovation is completed. Dispatches can move in.
- Doherty Rd bridge replacement. Preliminary work is underway.
- Simsbury Rd. Preliminary work is underway.

Human Service: Youth Services, Parks and Recreation, Senior Services, Social Services

Senior Center:

- New exercise class added: Barre. This low impact total body workout fuses strength, conditioning, and flexibility of dancers with repetition, muscle loading, and structure.
- Mahjongg group has tripled in size.
- Lifelong Learning opportunities include Mindfulness with Megyn, presentation on Those Daring Young Women (women aviators), and Bloom Where Planted a series bringing people together through plants, nature, and wellness-based activities.

Social Services:

- Attended Deflection Summit for 1st Responders to gain CLEAR program knowledge.
- Navigating resource options for families caring for their loved one afflicted with aging complications (Alzheimer's, stroke recovery, etc.)

Youth Services:

- Added Justine Ginsberg of FVHD to the Youth Diversion Team.

Parks & Recreation:

- Met with Simsbury-Granby Rotary Club. They're interested in donating benches for the Salmon Brook Park walking path. They plan on two/three benches for 2027 installation
- Met with Granby Land Trust Tree Trail committee. The group will donate four shade trees for installation at the Holcomb Farm Workshop's patio. This will allow for greater use of the patio which suffers from direct sun exposure without shade relief.

- Sports League Agreements were distributed to the Granby Rovers, Granbeast Little League, Bearcats Football, and Granby Youth Lacrosse. These agreements detail responsibilities for field maintenance.
- Summer Camp staff interviews are in progress.
- Capital projects are on target for completion: storage shed installation at Holcomb Farm, pond dredging and sand installation, tennis court sound barrier installation, new signage for Salmon Brook Park installation, and generator for the Parks Building installation.

Human Resources:

- Rolled out Myer's Briggs online assessment tool to 16 employees who are in supervisory/management roles. A follow-up review with participants will be held in April.
- In collaboration with the Town Manager and Union, identified need for further training for all staff in the DPW. A "Public Works Stand Down Day Behavioral Training" has been scheduled for April 24th.

Town Clerk

- Participated in training and updates from Connecticut Secretary of the State, including March 3, 2026, Town Committee Primaries and related requirements.
- Verification of offices listings in EMS.
- Delivered the Budget Workshop Presentation.
- Attended "Ethics, Accountability and Conflicts of Interest" training hosted by CCM.
- Reviewed and strengthened procedures related to cyber-attacks/wire fraud response.
- Completed the Historic Preservation Grant Project, including new vault library shelving.
- Coordinated and completed all required steps for the Budget Referendum, including publishing Legal Notices and the official Warning of Referendum.
- Spring Records Disposition Project; complied with records retention requirements.
- Recognized Jini Ruscitti, Assistant Town Clerk, for 18 years of dedicated service.

Registrar of Voters

- The new TotalVote system (which will replace CVRS - the CT Voter Registration System) will not go live before the November election. Ongoing training time for our staff will be increased in FY 2026-27.
- As required by State Statute, we will conduct a Spring Voter Registration Drive at the Granby Memorial High School on Thursday, April 2. High school seniors who will be 18 years of age by the November 3 General Election will be eligible to register.
- The public meeting and vote to approve the sale of the "Freshies" property was held on March 5. Laura and Karen attended to verify the eligibility of attendees.
- Our budget presentation to the BOS was held on Thursday, March 12.
- The vote on the 2026-27 budget will be on Monday, April 20 from 8 a.m-8 p.m. in the Town Hall Meeting Room. Leading up to that event, the public machine test is scheduled for Wednesday, April 8, from 12 noon-3 pm, also in the THMR.
- Training sessions for poll workers (required by law before all machine votes) are scheduled for Wednesday, March 25, Wednesday April 8, and Saturday April 11.
- Laura, Karen, and Paul will be attending the Statewide Registrars' conference 4/21-23.
- Granby Pack 325 has invited us to attend their meeting on April 1 to meet with their Webelos Scouts to discuss the election process, as part of a badge requirement.

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Please let me know if you have any questions on the aforementioned summary. Thank you.

TOWN OF GRANBY

MEMORANDUM **DATE**: April 13, 2026

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Town Manager

REGARDING: **Town Manager's Project Update Report**

Provided below please find an update of ongoing Town of Granby projects as well as commentary on noteworthy items you may find of interest.

Town Manager's Commentary on Projects/Noteworthy Items

- At the invitation of John Adams, addressed the Lion's Club at their monthly meeting
- The Town held the annual tax sale – two properties involved
- Scheduled a Public Works Stand Down Day meeting 4/24 for department wide training
- Spent some time on blighted properties – five currently being worked
- Spent some time understanding the workflow on crack sealing – new process underway
- At a future meeting, I'll introduce you to Tim Bockus who will be helping me out
- Reworked the GCTV responsibilities to better comply with FOIA
- Met with the Friends of Holcomb Farm to support the farm store renovation as necessary
- Held a Granby America 250 meeting to support that committee's planning work
- Held a Memorial Day Parade committee meeting to support that initiative
- Joined the First Selectman and State Comptroller - three businesses - on MyCTInvests
- Attended the monthly CRCOG Policy Board
- Joined the First Selectman and the East Granby First Selectmen for lunch – Sharing
- Began assembling some preliminary thoughts on synergies with shared services
- Met with the GMEA Union Rep on organizational planning
- Compiled 2026 Bond Timelines and produced a BOS memo for review on April 20th
- Received the ballot and legal bond questions and "proceedings" from Bond Counsel. Their review is underway with BOS consideration at their May 4, 2026 meeting.
- Attended the annual developer roundtable meeting with the Granby-Simsbury COC
- Received the proceeds from the Freshies sale
- The Dispatcher's Union ratified a 2-year labor contract extension from the Town
- The Kearns Terms sheet is under review by external counsel
- Held a meeting with PD Union to kick off negotiations for the DB Pension Contract
- Continued to support the budget process with proofing the Drummer Budget Edition, attended workshops, and the Public Hearing as needed

If you have any questions on the aforementioned, I will be on hand at your next meeting to answer any questions. Thank you.

TOWN OF GRANBY

MEMORANDUM **DATE:** April 15, 2026

TO: The Granby Board of Selectmen
The Granby Board of Finance

FROM: Kimi Cheng, Director of Finance

REGARDING: **March 2026 Budget Operations Report**

Financial Highlights

Revenues
Tax Collections:
As of March 31, 2026, total tax collections remained consistent with prior years at 103%, compared to 101% at the same time last year.

Short-Term Investment Fund (STIF):
As of April 14, 2026, the daily rate was 3.72%, and the 7-day yield was 3.70%, consistent with the prior month's 3.72%. Interest earned from the STIF account in March totaled approximately $62.6K.

State Municipal Grant:
Received $35,332 for Grant-in-Aid (to be used by the town for the construction, reconstruction, improvement and maintenance of highways, sections of highways, bridges and structures incidental to highways and bridges and etc.).
Received $61,075.04 for Telecommunications (State OPM centrally assesses the personal property of telecommunications service companies, rather than leaving the assessment to individual municipalities).

Received $101,000 for the sales of 603 Cider Mill and $245,000 for the sale of 83 Salmon Brook.

Expenditures
As of March 31, 2026, total General Fund expenditures were consistent with the prior fiscal year at 76%, compared to 74% for the same period last year.

Public Works Department Overtime:
As of March 31, 2026, year-to-date DPW overtime expenditures totaled $214,468.90, representing an increase of $57,695.27, or 36.8%, over $156,773.63 for the same period in the prior fiscal year. March 2026 overtime expenditures were $42,804.28, an increase of $12,109.07,

or 39.4%, compared to $30,695.21 in March of the prior year. Based on current spending trends, an unfavorable year-end variance of approximately $105,000 is projected for the DPW overtime budget, assuming no additional unanticipated special events. Management expects this variance to be mitigated within the DPW operating budget and/or offset through available contingency and fringe benefits accounts. At this time, no additional appropriation is anticipated.

Year-to-month spending trends and the percentage of the budget utilized are detailed in the tables below, by month and by fiscal year.

Year-To-Month	Jul-Sept	Oct	Nov	Dec	Jan	Feb	Mar
FY24	8,813.79	6,429.88	8,837.15	10,336.65	41,430.58	70,469.15	73,211.48
FY25	20,875.62	15,009.57	15,936.30	36,547.69	45,928.58	126,078.42	156,773.63
FY26	21,905.89	17,993.68	21,994.38	50,394.87	112,002.02	171,664.62	**214,468.90**

% to budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
FY24	1.16%	2.69%	3.78%	5.57%	7.65%	8.95%	35.87%	61.01%	63.39%
FY25	1.00%	6.93%	8.75%	11.99%	12.73%	29.20%	36.70%	100.75%	125.27%
FY26	2.25%	5.49%	9.77%	14.38%	17.58%	40.27%	89.50%	137.17%	**171.38%**

Police Department Overtime:
As of March 31, 2026, year-to-date overtime expenses totaled $178,070.85, compared to $134,914.24 for the same period last year. For March 2026, overtime expenses were $16,345.67, compared to $11,897.93 in March of the prior year.

Year-to-month spending trends and the percentage of the budget utilized are detailed in the tables below, by month and by fiscal year.

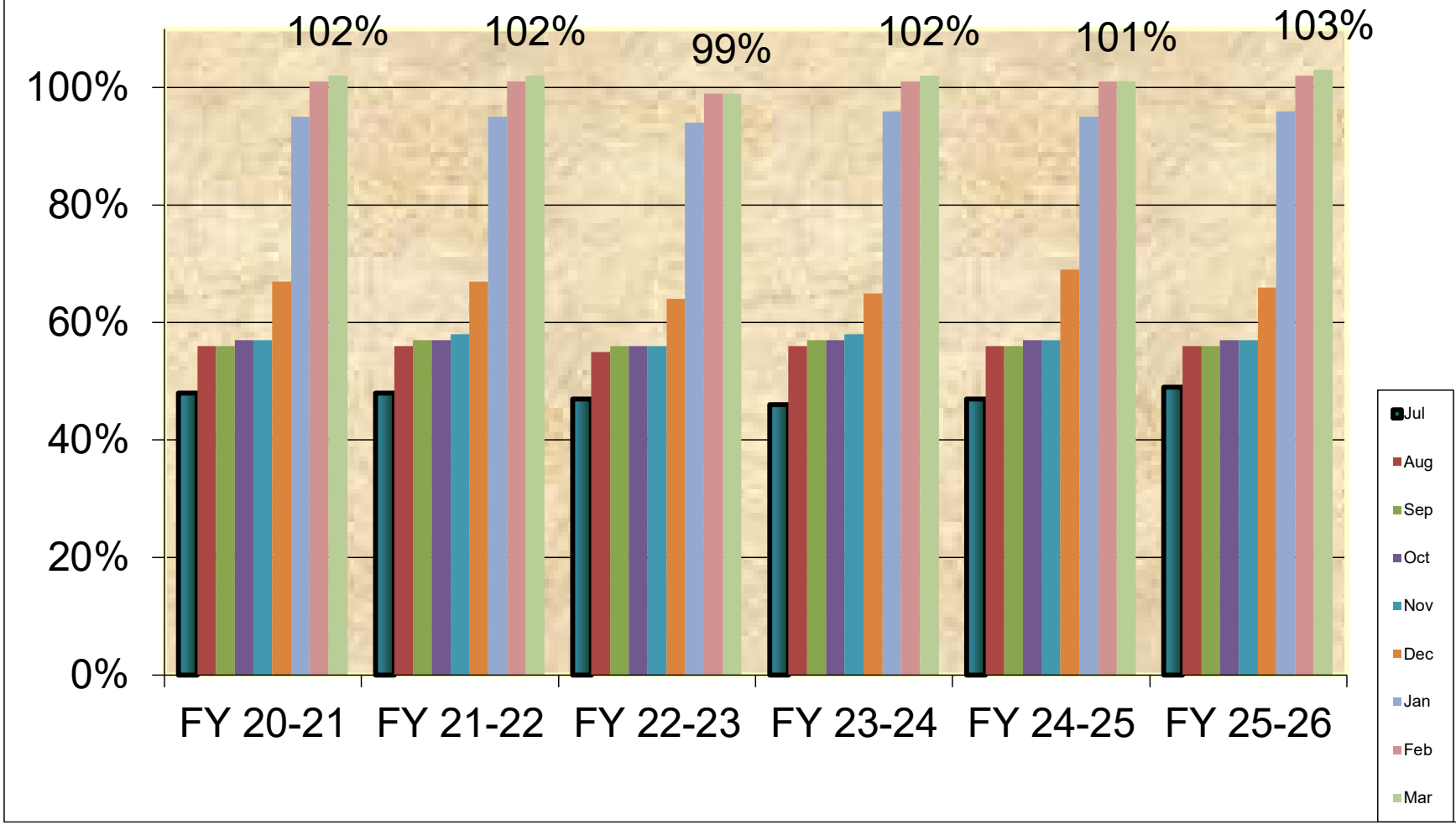
Year-To-Month	Jul-Sept	Oct	Nov	Dec	Jan	Feb	Mar
FY25	85,984.59	64,887.23	81,339.44	95,433.38	108,941.31	123,016.31	134,914.24
FY26	106,174.40	94,386.76	110,667.09	127,925.74	142,718.38	161,725.18	**178,070.85**

% to budget	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
FY25	8.52%	19.03%	29.77%	43.26%	54.23%	63.62%	72.63%	82.01%	89.94%
FY26	5.24%	16.04%	30.68%	46.19%	54.16%	62.61%	69.85%	79.15%	**87.15%**



BUDGET OPERATIONS
MARCH 2026

CURRENT YEAR TAX COLLECTION DATA



TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MARCH 2026

	DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Mar 25 % REC'D	Feb 26 % REC'D
41010	Current Year Taxes	46,056,383	47,444,590	(1,388,207)	103%	Pymts. Due - July & Jan.	101%	102%
41020	Prior Years Taxes	210,000	227,167	(17,167)	108%		95%	81%
41040	Interest & Liens	130,000	172,815	(42,815)	133%		108%	91%
41060	Auto Supplement	400,000	524,651	(124,651)	131%	Billed - December $581.8K	118%	123%
	Property Taxes	**46,796,383**	**48,369,223**	**(1,572,840)**	**103%**		**101%**	**102%**
43170	Spec Ed / Excess	587,858	530,004	57,854	90%	Pymts. Due - Feb. 75% - June Bal.	43%	90%
43200	Educ Cost Sharing	5,460,668	2,723,620	2,737,048	50%	Pymts. Due - Oct. 25% - Jan. 25% - Apr. Bal.	50%	50%
43590	Tuition - Other Towns	1,547,216	679,549	867,667	44%	School Bills for Activity	30%	44%
43591	B.E.A.R. TRANS. ACAD. TUITION	84,737	28,044	56,693	33%		N/A	33%
43592	GRANBY ALTERNATIVE PROGRAM (GAP)	0	27,460	(27,460)	N/A		N/A	N/A
	State Education Total	**7,680,479**	**3,988,677**	**3,691,802**	**52%**		**46%**	**52%**
43110	Veterans Exempt GT	2,400	1,813	587	76%	By Assessor Appl. in Aug but rec Pymt. in Dec.	99%	76%
43120	Misc - State	35,332	37,689	(2,357)	107%	Motor vehicle violations 475; Rev Shar Grant 1.9K	23%	7%
43130	Telecommunications	13,000	61,075	(48,075)	470%	Pymt. Due - April	296%	0%
43140	State Revenue Sharing	0	0	0	N/A		N/A	N/A
43310	Tiered Pilot	13,399	13,438	(39)	100%	Pymt. Due Oct.	100%	100%
43320	SS Dist Tax Relief	1,500	1,522	(22)	101%	Pymt. Due - Dec.	120%	101%
43380	MRSA Motor Vehicle	96,029	96,026	3	100%		N/A	100%
	State Municipal Total	**161,660**	**211,563**	**(49,903)**	**131%**		**94%**	**71%**
	Intergovernmental Revenue	**7,842,139**	**4,200,240**	**3,641,899**	**54%**		**46%**	**52%**
43615	Town Clerk Fees	220,000	214,623	5,377	98%	Statutory Collections	97%	91%
43620	Planning & Zoning	3,000	2,828	172	94%	Application Permit Fees	61%	94%
43630	Zoning Bd of Appeals	1,010	1,818	(808)	180%	Application Permit Fees;	200%	180%
43640	Building Permits	150,000	251,550	(101,550)	168%	Building Permit Fees.	172%	153%
43660	Inland Wetlands	4,000	1,624	2,376	41%	Permit/Appl. Fees	104%	25%
43670	Short Term Investments	414,500	581,801	(167,301)	140%	Quarterly Reallocation to various funds	316%	123%

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MARCH 2026

	DESCRIPTION	ADJUSTED BUDGET	REVENUE RECEIVED	BAL DUE {EXCESS}	% REC'D	REMARKS	Mar 25 % REC'D	Feb 26 % REC'D
43680	Rents	18,800	16,100	2,700	86%	Drummer/GLT/Farmhouse/Acreage/School Rental	87%	80%
43700	Snow Plow & Grading	11,000	11,154	(154)	101%	Private Roads	101%	101%
43710	Photocopying	100	115	(15)	115%		126%	91%
43715	Open Farm Day	2,500	1,000	1,500	40%		50%	40%
43740	Dispatch Services	16,580	16,580	0	100%	Police Bill For Dispatch Services	100%	100%
43745	Hay Rentals	39,613	39,613	0	100%	Northern Valley Farms	100%	49%
43760	Library	3,000	2,734	266	91%	Book Fines, Trust Investment	92%	65%
43770	Contract - Bldg. Inspection	14,000	10,500	3,500	75%	Bldg. Dept. Bills Qtrly For Services	75%	75%
43790	Driveway Permits	1,000	600	400	60%	New Const. Activity	105%	60%
43800	Police Photo/Lic/Permits	11,000	8,230	2,771	75%		81%	69%
43840	Returned Check Fee	100	65	35	65%		45%	65%
43990	Pay For Participation	42,000	28,943	13,057	69%	Received from BOE	71%	51%
46038	Miscellaneous	56,778	438,146	(381,369)	772%	CIRMA WC check $13.1K; Intern donation $3K; PEGPETIA Def Rev $7.3K; PD Extra Duty Rev $6.9K; CIRMA member equity $29.9K; GovDeals $21.9K; lia claims reim $4.3K; CiderMill $101K; 83SB $245K	185%	160%
46240	Communication Fees	44,988	42,741	2,247	95%		77%	84%
	Local Departmental Revenues Total	**1,053,969**	**1,670,764**	**(616,795)**	**159%**		**165%**	**112%**
43950	Transfer-in Fund Bal.	2,185,000	2,185,000	0	100%		100%	100%
43955	Additional Appropriations	0	0	0	0%		71%	0%
	Transfers In Total	**2,185,000**	**2,185,000**	**0**	**100%**		**71%**	**100%**
	Local Dept. Rev. & Transfer In Total	**3,238,969**	**3,855,764**	**(616,795)**	**119%**		**81%**	**104%**
	General Fund Revenues	**57,877,491**	**56,425,227**	**1,452,264**	**97%**		**92%**	**95%**

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MARCH 2026

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Mar 25 % REC'D	Feb 26 % REC'D
1001	General Administration	383,572	259,195	78,429	45,947	88%		92%	88%
1003	Legal Services	40,000	44,910	4,283	(9,193)	123%	is covered by Fringe Benefits Dept; Sherwood $24.3K	255%	110%
1005	Fringe Benefits	3,180,424	2,879,348	72,095	228,981	93%		93%	90%
1007	Town Clerk Operations	179,543	109,692	52,182	17,669	90%		94%	91%
1009	Probate	5,953	5,953	0	0	100%		104%	100%
1011	Contingency & Reserve	92,844	13,873	1,707	77,264	17%		14%	17%
1013	Election Services	79,852	35,617	5,286	38,949	51%		65%	42%
1015	Boards, Reg. Prog, & Staff Dev.	64,319	47,624	7,197	9,499	85%		75%	85%
1017	Revenue Collections	148,938	104,155	39,198	5,586	96%		96%	97%
1019	Property Assessment	231,183	161,009	56,145	14,029	94%		96%	94%
1021	Finance Management	419,456	303,879	93,265	22,311	95%		97%	94%
1023	Insurance	346,733	248,677	81,005	17,051	95%		89%	95%
1031	Community Development	155,629	108,318	41,736	5,575	96%		99%	95%
1033	Human Resources	135,821	81,680	23,345	30,796	77%		100%	75%
1035	Technology	214,712	177,363	26,661	10,687	95%		104%	94%
	General Government	**5,678,979**	**4,581,293**	**582,534**	**515,152**	**91%**		**91%**	**89%**
2001	Building Inspection	187,383	130,092	55,085	2,206	99%		92%	98%
2003	Fire Prevention	421,702	217,506	200,077	4,119	99%		99%	99%
2005	Emergency Management	13,180	10,760	0	2,420	82%		86%	82%
2007	Health Services	180,625	150,494	30,130	1	100%		100%	100%
2009	Police Dept Administration	418,469	310,420	109,173	(1,124)	100%	is covered by Fringe Benefits Dept; a promotion in PD costs $7.3K	98%	100%
2011	Police Oper. & Communications	2,380,429	1,528,725	562,590	289,114	88%		97%	86%
	Pers. & Prop. Protection	**3,601,788**	**2,347,997**	**957,055**	**296,737**	**92%**		**97%**	**90%**
3003	General & Equipment Maint.	3,673,481	2,700,467	922,358	50,656	99%		87%	97%
3011	Planning & Engineering	37,150	18,865	18,278	7	100%		99%	100%
	Public Works & Env.	**3,710,631**	**2,719,332**	**940,636**	**50,663**	**99%**		**87%**	**97%**

TOWN OF GRANBY
BUDGET OPERATIONS SUMMARY
MARCH 2026

ACCT. #	DESCRIPTION	ADJUSTED BUDGET	EXPENSED	ENCUMBERED	UNENCUMBERED ALLOTMENT	% EXP.	REMARKS	Mar 25 % REC'D	Feb 26 % REC'D
4001	Library Services	701,887	485,036	160,322	56,529	92%		94%	85%
4003	Social-Senior-Youth-Services	427,196	218,472	85,853	122,871	71%		79%	70%
4009	Community Support	2,500	0	0	2,500	0%		1%	0%
	Lib., Rec., & Soc. Services	**1,131,583**	**703,509**	**246,174**	**181,900**	**84%**		**80%**	**79%**
6001	Capital Improvement	2,605,000	2,306,756	55,067	243,177	91%		71%	91%
7001	Debt Service	1,731,368	1,714,380	0	16,988	99%	Payable in Jul/Aug & Jan/Feb	100%	99%
	Capital & Debt Service	**4,336,368**	**4,021,136**	**55,067**	**260,165**	**94%**		**77%**	**94%**
	Town Section	**18,459,349**	**14,373,267**	**2,781,466**	**1,304,616**	**93%**		**85%**	**91%**
8001	Board of Education	39,418,142	26,959,388	0	12,458,754	68%		67%	61%
	Board of Education	**39,418,142**	**26,959,388**	**0**	**12,458,754**	**68%**		**67%**	**61%**
	General Fund Expenses	**57,877,491**	**41,332,655**	**2,781,466**	**13,763,370**	**76%**		**74%**	**71%**