

Town of Guilford  
Board of Ethics  
Emergency Meeting  
Meeting Minutes  
October 18, 2018

GUILFORD TOWN HALL  
18 OCT 22 AM 11:47

Members Present: Chairman Deborah Daddio, Ken Wilson, Barbara Hemming, Aaron Hershman and Paul Chello,

**Chairman Daddio called the meeting to order at 4:42**

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Michael Ayles is seeking an advisory opinion regarding potential conflict of interest between his membership on the Board of Finance and role as principal in his firm, Antinozzi Associates, which was selected as one of four qualified firms to provide on-call architectural and engineering services that cost under \$25,000 to the Town of Guilford.

Mr. Ayles confirmed that he had informed all six members of the Board of Finance of his firm's selection, pursuant to a previous recommendation by the Board of Ethics. He then responded to extensive questions by all board members about the details of the contract, how his firm came to be selected and what his role would be in the work to be performed.

In response to an inquiry from Commissioner Wilson, Mr. Ayles clarified that his firm's selection as one of four qualified firms does not necessarily mean that it will get the work, but rather that it is now able to submit bids and compete on the basis of fees.

**Motion:** Upon a motion by Commissioner Ken Wilson and seconded by Commissioner Paul Chello, it was unanimously voted that there is no conflict of interest with Michael Ayles serving in the role of Chairman of the Board of Finance and principal in his firm, Antinozzi Associates, subject to the following conditions:

- He will recuse himself from Board of Finance warrant list approval of fees for services performed by Antinozzi Associates for the Town of Guilford.
- He will have nothing to do with the development of fees at his firm pertaining to the Town of Guilford.
- He will not be part of daily, weekly or monthly contract management by his firm as it pertains to the Town of Guilford
- He will inform the Standing Building Committee that he will no longer be the liaison from the Board of Finance. They will appoint a new liaison.

**Motion:** Upon a motion by Commissioner Ken Wilson and seconded by Commissioner Aaron Hershman, it was unanimously voted to adjourn the meeting at 5:47pm

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Respectfully Submitted,

Paula Wilson

Recording Secretary