

**BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, OCTOBER 1, 2018
8:30 A.M. – GUILFORD TOWN HALL**

First Selectman Matthew Hoey called the meeting to order at 8:33 a.m.

Present: Board Members: Matthew Hoey, Charles Havrda, Susan Renner,
Louis Federici and Sandy Ruoff

Town Officials: Finance Director Maryjane Malavasi, Human
Resources Director Mitch Goldblatt, BOE Director
of Operations Cliff Gurnham, Environmental
Planner Kevin Magee, Health Director
Dennis Johnson, In-House Counsel/Purchasing
Pam Millman, Hazard Mitigation Commission
Members Steve Kops and Clerk Traci Brinkman

Media: Mike Graziano, taping for GCTV

1. Pledge of Allegiance

Mr. Havrda led the pledge.

2. Public Forum (limited to 3 minutes regarding agenda items)

None

3. Approve minutes of:

3.1 September 17, 2018 – Regular Meeting

Mr. Federici noted a clarification under item 4.1. It should state August medical claims.

He asked if they had any information why August was so high. Ms. Malavasi said she did not.

Ms. Ruoff noted a correct under item 4.2. It should be Ms. Ruoff not Ms. Offredi in the motion.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Havrda, the board voted unanimously to approve the minutes of the September 17, 2018 Regular Meeting as amended.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
 Opposed: None
 Abstaining: None

4. BOE Director of Operations/Facilities (Cliff Gurnham):

4.1 Discuss and take possible action to award RFQ/RFP #4-1718 – On-Call Architectural and Engineering Services.

Mr. Gurnham explained that every two to three years they go out to bid for new proposals for on-call services, which are used by the Town and the Board of Education. The Standing Building Committee (SBC) tried to pick a handful of firms that would be useful and give the town options on upcoming projects. There were 31 bidders that responded. The SBC reviewed them and selected six firms. He added there is a structural engineer, civil engineer, architectural engineer and three full-service firms that provide multiple services. The SBC is recommending O’Riordan Migani Architects, Michael Horton Associates, Amenta Emma Architects, Antinozzi Associates, Summer Hill Civil Engineers & Land Surveyors and Silver Petrucelli & Associates.

Mr. Hoey stated that Mr. Ayles who is the Board of Finance Chair is a principle in Antinozzi. There was an Ethics review and it was determined that it was appropriate for his firm to participate. He added that he did get approval.

Motion : *Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to award RFQ/RFP #4-1718 – On-Call Architectural and Engineering Services to the following firms: O’Riordan Migani Architects, Michael Horton Associates, Amenta Emma Architects, Antinozzi Associates, Summer Hill Civil Engineers & Land Surveyors and Silver Petrucelli & Associates.*

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
 Opposed: None
 Abstaining: None

5. Environmental Planner (Kevin Magee):

5.1 Remove from table and take possible action on a resolution adopting the 2018 South Central Region Multi-Jurisdictional Hazard Mitigation Plan Update.

Mr. Hoey said last week at SCRCOG he received a couple of grant opportunities that are available from the state through the respective Council of Governments. He added, however that the town needs to have a plan in place in order to receive the grants.

Ms. Renner said her concerns have been satisfied with regard to the town being locked into completing the actions items by certain time periods. After reviewing the language within the plan, the town is not expected to follow it 100 percent.

Mr. Magee said that is correct. These are goals that the town has and if grants come up, it makes it easier to go after that funding.

Mr. Kops said when they were first presented with the option of joining the SCRCOG plan versus updating the plan on their own they had reservations about the regional plan because they were not sure Guilford would get fair treatment. He added, however, that Mr. Magee kept them abreast of the process and made sure that would not happen. Mr. Kops said he reviewed all the previous action items in the 2012 plan and narrowed it down to their top priorities. He went over some of those with the board.

Mr. Hoey asked how much the cost would be to do some of these action items and if there are any financial resources or grant opportunities.

Mr. Kops said they are not sure at this point. The next step is to talk to the departments that would be impacted to see what it would cost to do.

Motion: Upon a motion made Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to approve the resolution adopting the 2018 South Central Region Multi-Jurisdictional Hazard Mitigation Plan Update.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6. Appointments and Resignations:

6.1 Act on recommendation to move Brittany Mirles from alternate to regular member on the Guilford Lake Golf Course Commission for a term to expire September 30, 2022.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Havrda, the board voted unanimously to move Brittany Mirles from alternate to regular member on the Guilford Lakes Golf Course Commission for a term to expire September 30, 2022.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6.2 Act on recommendation to move Anthony DeLuca from alternate to

regular member on the Public Works Commission to fill a vacancy for a term to expire May 31, 2020.

Motion: Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to move Anthony DeLuca from alternate to regular member on the Public Works Commission to fill a vacancy for a term to expire May 31, 2020.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6.3 Act on recommendation to appoint Tim Sullivan as an alternate to the Public Works Commission to fill a vacancy for a term to expire May 31, 2022.

Motion: Upon a motion made by Mr. Federici and seconded by Ms. Renner, the board voted unanimously to appoint Tim Sullivan as an alternate to the Public Works Commission to fill a vacancy for a term to expire May 31, 2022.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6.4 Act on recommendation to appoint Eve Ostrowski as an alternate to the Youth and Family Services Board for a term to expire September 30, 2022.

Motion: Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to appoint Eve Ostrowski as an alternate to the Youth and Family Services Board for a term to expire September 30, 2022.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6.5 Act on recommendation to appoint Linda Soffer as an alternate to the Youth and Family Services Board for a term to expire September 30, 2022.

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to appoint Eve Ostrowski as an alternate to the Youth and Family Services Board for a term to expire September 30, 2022.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

6.6 Act on recommendation to appoint Josh Hershman to the Board of Fire

Commissioners for a term to expire October 16, 2022.

Motion: Upon a motion made by Mr. Hoey and seconded by Mr. Havrda, the board voted unanimously to appoint Josh Hershman to the Board of Fire Commissioners for a term to expire October 16, 2022.

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

7. Requests for Use of Town Property:

7.1 Act on request from the Guilford Garden Club to place a sign on the Green advertising its Christmas Boutique and Candlelight Walk on Broad Street taking place November 30, 2018. (Sign Placement 11/16-11/30)

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to approve the request from the Guilford Garden Club to place a sign on the Green advertising its Christmas Boutique and Candlelight Walk on Broad Street taking place November 30, 2018. (Sign Placement 11/16-11/30)

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

7.2 Act on request from the Country School to place a sign on the Green advertising its Open House taking place October 28, 2018. (Sign Placement 10/14-10/28)

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the request from the Country School to place a sign on the Green advertising its Open House taking place October 28, 2018. (Sign Placement 10/14-10/28)

Vote: In Favor: Hoey, Havrda, Renner, Federici and Ruoff
Opposed: None
Abstaining: None

8. Correspondence

Mr. Hoey handed out correspondence to the board related to the DEEP consent order. He noted that they will have an executive session at the October 15th meeting to discuss strategy and their environmental counsel may be present.

9. Committee Reports

Ms. Ruoff said the Housing for Economic Development Committee met last Tuesday and they voted to accept the plan by Patriquin Architects regarding the feasibility of the Rollwood/Woodruff property. The next step would bring it to this board at possibly the November 5 meeting.

10. Old Business

Mr. Hoey said at the last meeting the board approved moving some of the money in fund balance to certain committed fund balance accounts. The Board of Finance approved all three requests. He added that he has a meeting at 11 a.m. today to finalize the charge of the Safe Streets Task Force. Mr. Hoey said he will reach back out to the 15 people who have volunteered to gauge interest and identify potential officers.

He added that he has a draft report on the land use department audit. He will get copies to the rest of the board so the selectmen can weigh in on it and see if they want additional clarification. Mr. Hoey said there are a series of recommendations and one of them is to better utilize the permitting software already in place before seeking additional software. There are also potential changes to how we manage the operations and to better maximize the resources that are there.

Mr. Hoey explained to the board that they have run into a problem with the water main project. They had selected the low bidder to build the infrastructure. The price was a little over \$1 million more than anticipated so they reached out to Representative Sean Scanlon to see if the legislative leadership and the governor would include additional state bond funding for the project. At one point Guilford was approved for \$1.3 million, but then the contractor pulled the bid. Even if they called the bid bond, it would not have given them enough to get to the next lowest bidder, which was \$1.9 million more than the low bid. He let the state know and they are keeping it on the bond commission for \$450,000 and noted that subsequent funding could be available.

Mr. Hoey said the project is being rebid because there was a large discrepancy in the prices. He added that there are some advantages to bidding it out now versus the spring, they may get better pricing. They are also looking at a couple of scenarios to make the project more attractive and drive the price down, such as extending the window of time for completion. He noted that one item for a flag man is \$600,000. He added that they could hire two people for less than that. Mr. Hoey said they are meeting with the engineering firm on Friday to look at ways to mitigate the extreme costs. The re-bid went out on Friday.

Ms. Millman said at the time the project was put together Mr. Johnson obtained three independent bids so they would have an idea of the potential cost. Then the town had a consultant review the bids and came up with a reasonable number and that is what they used when the project went to referendum. When they did get the bid, except for the low bidder, the others were way off. He added that if they can tinker with the scope, maybe they can get it more in line with what they originally thought it would be.

Mr. Hoey stated that the low bidder said they made a clerical error in some of the rates they applied. There were also pricing mistakes on the materials.

11. New Business

None

12. Public Forum (limited to 3 minutes regarding any issue)

None

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to adjourn the meeting at 9:15 a.m.

*Vote: In Favor: Hoey, Havrda, Renner Federici and Ruoff
Opposed: None
Abstaining: None*

Matthew T. Hoey III
First Selectman