

**BOARD OF SELECTMEN  
MEETING MINUTES  
MONDAY, FEBRUARY 4, 2019  
8:30 A.M. – COMMUNITY CENTER**

Selectman Louis Federici called the meeting to order at 8:30 a.m.

Present: Board Members: Louis Federici, Charles Havrda, Susan Renner,  
and Sandra Ruoff

Town Officials: Finance Director Maryjane Malavasi, Human  
Resources Director Mitch Goldblatt, In-House  
Counsel Pam Millman, Public Works Director  
Tom Fillion and Clerk Traci Brinkman

Others: About 12 others in the audience

Media: Mike Graziano, taping for GCTV

**1. Pledge of Allegiance**

Mr. Havrda led the pledge.

**2. Public Hearing to obtain comment on “An Ordinance to Amend the Code of the Town of Guilford – Chapter 58, Human Rights Commission.”**

Clarice Yasuhara of 399 Nortontown Road said she is one of the co-chairs that approached the board with this proposal. She thanked the selectmen because she feels this is very important. She is an immigrant and is married to an immigrant and they settled in Guilford. When the racist graffiti happened she was shocked and that started her involvement in this. It was targeted against Asians and her husband is of Asian descent as well as her child. It is something that sticks with them. She is glad to see this move to promote community as well as a better understanding and appreciation of other cultures.

Kathryn Westgard of 205 State Street said this proposal shows what the Guilford community is about. Over the past year she was overwhelmed by the unity expressed in the community. This Human Rights Commission is a huge step forward on working together to make sure everyone feels embraced and included.

Dr. Alexander Hoffman of 27 Coginchaug Court said that part of American values is to accept others and the consistency to live up to those values takes work. He is glad the town is making these efforts to live up to the values of its residents.

Frank Walsh of 232 South Union Street said he is one of many people that had a welcome neighbor sign on his lawn that was vandalized. Mr. Walsh added that he thinks statistics are skewed because instead of these types of things being labeled as a hate crime they are referred to as simple vandalism. He added that this is not a reflection of

the values of Guilford, but there is an element out there that thinks they can get away with it. He is in support of the commission and it shows what Guilford stands for.

Ginnie King of 264 State Street said she supports what has been said. In addition to it being a statement for the town it will also make everyone feel safe. If people feel insulted or hurt they will have a place they can talk in a safe environment. She encouraged the board to support this and create the commission.

The public hearing was closed at 8:43 a.m.

**3. Approve minutes of:**

**3.1 January 22, 2019 – Regular Meeting**

*Motion:* Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted to approve the minutes of the January 22, 2019 Regular Meeting as presented.

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

**3.2 January 23, 2019 – Budget Workshop**

*Motion:* Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the minutes of the January 23, 2019 Budget Workshop as presented.

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

**3.3 January 24, 2019 – Budget Workshop**

*Motion:* Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the minutes of the January 24, 2019 Budget Workshop as presented.

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

**4. Connecticut Water Company (James Casagrande):**

**4.1 Receive report on water company infrastructure investments.**

Project Engineering Manager James Casagrande updated the board on several projects the Connecticut Water Company would be undertaking in Guilford.

The first project is the removal of the Clapboard Hill Water Tank next to Flag Marsh Road. Mr. Casagrande said the tank is past its useable life and they have not used it in quite a few years. He added that the tank is on Town of Guilford property and they have a lease that goes until 2077. They plan to remove it late in the year and the removal should take less than a month.

The next project is the replacement of two miles of water main from Boston Street to Water Street. It is a \$3.5 million project. This project is currently at the state for design review.

There was discussion about this project being slated for the summer, which is a very busy time in the Guilford Green area. Mr. Casagrande stated that the schedule is not set yet, but when they do, they will coordinate with town officials.

He added that on the West side of Route 1 they will be installing two new water main sections to connect to a larger section. Mr. Casagrande said this would be in the area of Bishop's. He added that this project is a lower priority since it is new infrastructure. This is currently in front of DOT for review as well.

Mr. Casagrande then went over two Booster Replacements, one off of Long Hill Road and another relocation from New England Road to Route 1. There is also a well reconstruction planned for the Michael Drive/Redcoat Lane area.

He briefly discussed some possible relocations depending on the Rotary Design project being proposed by the state on the Guilford/Branford line as well as his company's participation in the Mulberry Point Water Project.

**5. Finance Director (Maryjane Malavasi):**

**5.1 Discuss and take possible action on transfer from Reserve for Personnel to the Police Civilian Salaries line as a result of negotiated contractual salary increases.**

Ms. Malavasi said they finished negotiation on a number of union contracts. This transfer would bring the police salary civilian line where it should be based on negotiations and it will come from Reserve for Personnel.

*Motion:* Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to transfer \$6,284 from Reserve for Personnel to Police Civilian Salaries as a result of negotiations and to recommend the transfer to the Board of Finance.

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

**6. Consider and take possible action on “An Ordinance to Amend the Code of the Town of Guilford – Chapter 58, Human Rights Commission” as a result of earlier public hearing.**

Mr. Havrda said normally he is not enthusiastic about adding to the level of government, but this is the type of situation that they have to formalize what Guilford stands for. There is a difference between vandalism and hate and it is unfortunate, but they are at the point where they have to spell it out for people.

Ms. Offredi said she is happy this has come to a positive solution.

Ms. Renner said it would be great if the responsibility for this was done at the level of the family dinner table, but that is not what is happening so it is important to show what Guilford stands for.

Mr. Federici said this provides an opportunity to have an outlet and focal point for people. Their purpose is community education and to recommend programs, projects or activities to the selectmen.

Ms. Millman said part of the commission’s responsibility is to promote education on all of the state statutes that address a lot of issues. There is a process at the state level that many residents may not be aware of. It’s not that this commission will hear complaints, but rather educate residents on what resources are out there.

Mr. Havrda said he knows Mr. Hoey is not present, but he has had conversations with him and he knows he is in support of this.

*Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to waive the reading of the legal notice and approve “An Ordinance to Amend the Code of the Town of Guilford – Chapter 58, Human Rights Commission” as a result of earlier public hearing.*

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

**7. Appointments and Resignations:**

**7.1 Act on resignation from Michael Basso from the Zoning Board of Appeals.**

*Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to accept with regret and appreciation the resignation from Michael Basso from the Zoning Board of Appeals.*

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

**7.2 Act on recommendation to reappoint Diane VanSteenbergen to the Parks and Recreation Commission for a term to expire February 28, 2023.**

*Motion:* Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to reappoint Diane VanSteenbergen to the Parks and Recreation Commission for a term to expire February 28, 2023.

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

**7.3 Act on recommendation to reappoint Claire Dunn to the Parks and Recreation Commission for a term to expire February 28, 2023.**

*Motion:* Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to reappoint Claire Dunn to the Parks and Recreation Commission for a term to expire February 28, 2023.

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

**7.4 Act on recommendation to reappoint Tara Hunt Melvin to the Parks and Recreation Commission for a term to expire February 28, 2023.**

*Motion:* Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to reappoint Tara Hunt Melvin to the Parks and Recreation Commission for a term to expire February 28, 2023.

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

**7.5 Act on recommendation to reappoint Steve Kops to the Zoning Board of Appeals for a term to expire February 28, 2023.**

*Motion:* Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to reappoint Steve Kops to the Zoning Board of Appeals for a term to expire February 28, 2023.

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

**7.6 Act on recommendation to reappoint Peter Charland to the Shellfish Commission for a term to expire February 28, 2023.**

*Motion:* Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to reappoint Peter Charland to the Shellfish Commission for a term to expire February 28, 2023.

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

**7.7     Act on recommendation to reappoint John Hall to the Shellfish Commission for a term to expire February 28, 2023.**

Motion:        Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to reappoint John Hall to the Shellfish Commission for a term to expire February 28, 2023.

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

**7.8     Act on appointment of Susan Gillie to the Tree Advisory Board as the Leete's Island Garden Club representative for a term to expire February 28, 2023.**

Motion:        Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to appoint Susan Gillie to the Tree Advisory Board as the Leete's Island Garden Club representative for a term to expire February 28, 2023.

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

**8.     Requests for Use of Town Property:**

**8.1     At on request from the Guilford High School to use the Green June 12, 2019 for its Commencement Ceremony.**

Motion:        Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the request from Guilford High School to use the Green June 12, 2019 for its Commencement Ceremony.

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

**9.     Correspondence**

None

**10.    Committee Reports**

Mr. Federici said the committee is making progress on the building and fire commission fees. They are designing forms and should have something concrete in a month or so.

Ms. Ruoff stated that the RFP for developer interest in construction of an affordable housing site on the Woodruff/Rollwood property has gone out and proposals are due back by February 15.

**11. Old Business**

None

**12. New Business**

None

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

Catherine Adams of 250 Dromara Road thanks the board for establishing the Human Rights Commission. With regard to the water company's presentation, she questioned what it means for abutting property owners when the water company abandons an underground facility. She wondered what is left behind and how that might affect property values. Ms. Adams said she also heard the town does not currently have an Animal Control Officer.

Mr. Goldblatt said the town normally has two animal control officers. One has recently changed jobs and is now a records clerk at the department. The other officer is out on an injury. The police department is currently covering the animal control area. They have already posted the job description to replace the vacancy. There is a process and they have to go through testing, but they should have a new person by mid-March.

*Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to adjourn the meeting at 9:27 a.m.*

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

Respectfully submitted,

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Traci K. Brinkman  
Clerk  
Board of Selectmen