

**BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, MARCH 2, 2020
8:30 A.M. – TOWN HALL**

First Selectman Matthew Hoey called the meeting to order at 8:30 a.m.

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

Town Officials: Finance Director Maryjane Malavasi, Human
Resources Director Mitch Goldblatt, In-House
Counsel Pam Millman, BOE Facilities Director
Cliff Gurnham, Members of the Safe Streets
Task Force and Clerk Traci Brinkman. Town
Engineer Janice Plaziak joined the meeting in
progress

Others: Jerry Speltz from the Guilford Yacht Club

Media: Mike Graziano, taping for GCTV

1. Pledge of Allegiance

Mr. Havrda led the pledge.

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

None

Motion: Upon a motion made by Mr. Hoey and seconded by Mr. Havrda, the board voted unanimously to add to the agenda the appointment of Will Thompson to the Standing Building Committee as item 8.10.

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

3. Approve minutes of:

3.1 February 18, 2020 – Regular Meeting

Motion: Upon a motion made by Mr. Federici and seconded by Ms. Ruoff, the board voted unanimously to approve the minutes of the February 28, 2020 Regular Meeting as presented.

*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 contract to Silver Petrucelli & Associates from the On-Call Bid list for the design of the window and door replacement project at Melissa Jones School.

Mr. Gurnham explained that this is Phase II of the window project. Phase I occurred six years ago, but the second phase was put on hold while they underwent some security projects. He added that they want to finish the upgrades to the balance of the windows and doors. Mr. Gurnham said Silver Petrucelli is on the On-Call List for architectural and engineer firms. They have used them before for many projects so the firm knows the spaces and the expectations and in addition they usually come in with the lowest quote. The Standing Building Committee has reviewed the proposal and recommends awarding to Silver Petrucelli in the amount of \$42,300.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to award the contract to Silver Petrucelli & Associates from the On-Call Bid list for the design of the window and door replacement project at Melissa Jones School in the amount of \$42,300.

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

4.2 Consider and take possible action to contract with Sightlines for a facilities needs assessment for Guilford Public Schools.

Mr. Gurnham said they have been doing work over the last 10 years based on the needs assessment that was done in 2010-2011. The BOE feels that 10 years out is a good time to reevaluate where they stand and get them in a good position to see what is needed over the next 10 years to help them maintain the buildings.

He added that Sightlines is a local Guilford company. They have done a lot of work with higher education facilities and colleges. Mr. Gurnham said they have not done a lot of work with municipalities which is why they have given them an aggressive price. They are under the SourceWell contract, which the Town and the BOE has used in the past. They have reviewed and checked the references and they have all come back great.

There was discussion about the company that did the previous facilities needs assessment. Mr. Gurnham said he did reach out to them. He added that this would just be a continuation of that previous report to see where things stand now and what is coming up in the future. The entire process should take 13 weeks.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to contract with Sightlines for a facilities needs assessment for the Guilford Public Schools in the amount of \$29,785.

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

5. Safe Streets Task Force:

5.1 Receive and discuss Guilford Safe Streets Task Force: Complete Streets Resolution.

Mary-Jo Kestner introduced other members of the task force present which included Lou Mackell, Bob Yaro, Holly Clune, Kimberly Schmid and Helen Higgens. She added that the Chair Sam Gerritz could not be present. She said one of the challenges is that this is a broad topic and making streets safer requires a lot of coordination among different departments and commissions. While they continue to work on developing a plan as a start to give direction and guidance they would develop a resolution as a framework to work in.

Mr. Hoey said he met with task force members a couple of months ago to discuss concerns they had with regard to integrating with departments and not stepping on the authority of any other departments or organizations. He added that so far it has been a cooperative process.

Mr. Havrda said he understands the task force is specifically looking at town owned streets, but there is nothing in the resolution about coordinating with the state on state roads.

Ms. Kestner explained that the state has a complete streets concept and bike advisory council. If the town puts something in place they will have more leverage with the state.

Ms. Plaziak added that the state abdicates the responsibility for sidewalks in its right-of-way so the town has control over those. The town still has to get permits for work on those roads and while the state may include the cost of sidewalks as part of its projects, once they are completed the maintenance is turned over to the town.

There was discussion about greenways not being included in this resolution or in the immediate goal of the task force.

Mr. Hoey noted that right now the focus is on safety, but that does not mean that greenways could at some point become an offshoot of the task force.

Ms. Millman explained that she had some suggested revisions for the resolution. Mr. Hoey said there is some tweaking that would be done by in-house counsel,

but he fully endorses this and once it is buttoned up will put it on the next Board of Selectmen agenda.

6. Discuss and take possible action on noise ordinance variance application from Patriot Marine for dredging work at Yacht Club.

Jerry Speltz of the Yacht Club explained that they will have dredging done as part of their maintenance program. Patriot Marine will be removing 10,000 yards and increasing the depth from 3 feet to 4 and a half feet. They will start Tuesday or Wednesday and the dredging will last two to three weeks, weather permitting. The dredging material will be hauled out to a dump site off of New Haven. Dredging will be done during the day and the evening depending on the high tide cycle.

Ms. Ruoff asked if this has been done in the past and if there have been any complaints or issues.

Mr. Speltz said they have done this before and to his knowledge there have been no complaints. The equipment is maintained very well to make sure that noise is minimized.

Motion: Upon a motion made by Mr. Federici and seconded by Ms. Renner, the board voted unanimously to approve the noise ordinance variance application from the Guilford Yacht Club/Patriot Marine for dredging work at the Yacht Club.

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

7. Consider and take possible action to set a Town Meeting date of Monday, March 16, 2020 at 8:15 a.m. in the Guilford Town Hall, 31 Park Street, to consider and act upon the appointment of up to three additional members to the Board of Assessment Appeals for one year.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Hoey, the board voted unanimously to set a Town Meeting date of Monday, March 16, 2020 at 8:15 a.m. in the Guilford Town Hall, 31 Park Street, to consider and act upon the appointment of up to three additional members to the Board of Assessment Appeals for one year.

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

8. Appointments and Resignations:

8.1 Act on reappointment of Kimberly Brockett as an alternate to the Board of Assessment Appeals for a term to expire February 1, 2023.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Federici, the board voted unanimously to reappoint Kimberly Brockett as an alternate to the Board of Assessment Appeals for a term to expire February 1, 2023.

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

8.2 Act on resignation received from Mark Coppola from the Parks and Recreation Commission.

Motion: Upon a motion made by Mr. Hoey and seconded by Ms. Ruoff, the board voted unanimously to accept with regret and appreciation the resignation received from Mark Coppola from the Parks and Recreation Commission.

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

8.3 Act on recommendation to reappoint Doug Clark as an alternate member of the Conservation Commission for a term to expire February 28, 2024.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to reappoint Doug Clark as an alternate member of the Conservation Commission for a term to expire February 28, 2024.

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

8.4 Act on recommendation to reappoint Wendy Furniss as an alternate member of the Inland Wetlands Commission for a term to expire February 28, 2024.

Motion: Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to reappoint Wendy Furniss as an alternate member of the Inland Wetlands Commission for a term to expire February 28, 2024.

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

8.5 Act on recommendation to reappoint Jennifer Newton Blackwell as an alternate member of the Inland Wetlands Commission for a term to expire February 28, 2024.

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to reappoint Jennifer Newton Blackwell as an alternate member of the Inland Wetlands Commission for a term to expire February 28, 2024.

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

8.6 Act on recommendation to reappoint Janet Ainsworth to the Conservation Commission for a term to expire February 28, 2024.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Hoey, the board voted unanimously to reappoint Janet Ainsworth to the Conservation Commission for a term to expire February 28, 2024.

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

8.7 Act on recommendation to reappoint Alan Fairbank to the Conservation Commission for a term to expire February 28, 2024.

Motion: Upon a motion made by Mr. Hoey and seconded by Mr. Federici, the board voted unanimously to reappoint Alan Fairbank to the Conservation Commission for a term to expire February 28, 2024.

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

8.8 Act on recommendation to reappoint Steven Berry to the Guilford Lakes Golf Course Commission for a term to expire September 30, 2023.

Motion: Upon a motion made by Mr. Hoey and seconded by Mr. Federici, the board voted unanimously to reappoint Steven Berry to the Guilford Lakes Golf Course Commission for a term to expire September 30, 2023.

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

8.9 Act on recommendation to appoint Scott Williams to the Inland Wetlands Commission as the Conservation Commission representative for a term to expire February 28, 2022.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to appoint Scott Williams to the Inland Wetlands Commission as the Conservation Commission representative for a term to expire February 28, 2022.

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

8.10 Act on appointment of Will Thompson to the Standing Building Committee to fill a vacancy for a term to expire June 17, 2022.

Motion: Upon a motion made by Mr. Hoey and seconded by Ms. Ruoff, the board voted unanimously to appoint Will Thompson to the Standing Building Committee to fill a vacancy for a term to expire June 17, 2022.

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

9. Requests for Use of Town Property:

9.1 Act on request from the Guilford Yacht Club to place a sign on the Green advertising its Junior Sailing Camp Registration. (Sign Placement 4/1-4/15)

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve request from the Guilford Yacht Club to place a sign on the Green advertising its Junior Sailing Camp Registration. (Sign Placement 4/1-4/15)

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

10. Committee Reports

Mr. Federici explained that the fee committee has a meeting tonight to discuss the Town Hall fees so they are continuing to move forward.

Ms. Ruoff said the Housing for Economic Development Committee has a meeting on March 16 at 5 p.m. to receive progress reports on the Affordable Housing Project at the Woodruff Property.

11. Correspondence

None

12. Old Business

None

13. New Business

None

14. Public Forum (limited to 3 minutes on any issue)

None

15. Discuss and take possible action on sick leave donation for a member of the Guilford Employees Association. (Executive session may be required)

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to enter into executive session at 9:15 a.m. to discuss sick leave donation for a member of the Guilford Employees Association and invited Human Resources Director Mitch Goldblatt, Finance Director Maryjane Malavasi and Town Engineer Janice Plaziak.

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

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to return to public session at 9:43 a.m.

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

Mr. Hoey noted that no motions were made and no actions were taken.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Havrda, the board voted unanimously to adjourn the meeting at 9:44 a.m.

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

Respectfully submitted,

Traci K. Brinkman
Clerk
Board of Selectmen