

**BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JUNE 3, 2019
8:30 A.M. – GUILFORD TOWN HALL**

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

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

Town Officials: Finance Director Maryjane Malavasi, Human Resources Director Mitch Goldblatt, Public Works Director Tom Fillion, In-House Counsel/Purchasing Pam Millman, Parks and Recreation Director Rick Maynard, Pension Committee Member Steve Kops and Clerk Traci Brinkman. Assessor Jennifer Bernardo joined the meeting in progress.

Others: one resident

Media: Guilford Courier Reporter Zoe Roos and Mike Graziano, taping for GCTV

1. Pledge of Allegiance

Mr. Havrda led the pledge

Motion: Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to add to the agenda a Sign on the Green Request for Martine's Wakeup Picnic.

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

2. Approve minutes of:

2.1 May 20, 2019 – Regular Meeting

Mr. Federici noted the motion in item 9.3 needed to be corrected because it is the same as 9.4.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the minutes of the May 20, 2019 Regular Meeting as amended.

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

3. Human Resources Director (Mitch Goldblatt):

3.1 Consider and take possible action on Pension Committee recommendation for award RFQ#3-1819 – Pension and Other Post-Employment Benefits Actuarial Services.

Mr. Goldblatt said they received six proposals. The subcommittee pared it down to three finalists who were interviewed. The committee wanted to recommend Milliman, who is the current vendor, but there was concern about pricing. Milliman significantly reduced their price. This morning the Pension Committee met and made the unanimously decision to recommend Milliman to continue as the town's actuary.

Mr. Havrda asked Mr. Goldblatt to explain the concerns about pricing. Mr. Goldblatt said of the three finalists their pricing was significantly higher. He added, however, that they will be paying less than what they are currently paying Milliman at \$46,900.

He added that the town has been with Milliman for over 20 years, however, over that time it has operated under different principles. In addition they will now be working with the Windsor office instead of New York.

Mr. Havrda said in his experience working with Milliman during negotiations they are very responsive and always provided the information needed.

Ms. Renner said there is a value having a fresh set of eyes, but if there is different personnel and they will be using a different office she thinks that accomplishes that.

Ms. Millman said she was not aware that there was negotiation from the original bids so to be safe she would like to run this by outside counsel to get advice on this.

Mr. Goldblatt asked the board if they could approve the recommendation contingent upon legal review because they need to have the actuary contract in place before the new fiscal year. Ms. Millman said that would be fine.

Mr. Kops explained that they interviewed three of the companies and Milliman was his first choice. They eliminated one company, which had been his second

choice, right away because one-third of their business was out of state. Mr. Kops explained the final company was his third choice.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to award RFQ #3-1819 – Pension and Other Post Employment Benefit Actuarial Services to Milliman in the amount of \$46,900 contingent upon review by outside counsel.

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

4. Public Works Director (Tom Fillion):

4.1 Discuss and take possible action on contract with Durham/Middlefield Transfer Station to grind wood debris at the Brush and Leaf Disposal Site (Stump Dump).

Mr. Fillion said he recommends they contract with Durham/Middlefield again for use of their equipment to grind the brush at the Stump dump. They have an established relationship with them. Last year they had a huge pile and they worked with the town with no issues. The cost is \$400 an hour not to exceed \$15,000. Mr. Fillion said they do a double grinding to make woodchips, which residents are allowed to take free of charge.

Mr. Havrda asked if the double grinding is cost effective.

Mr. Fillion said the material is unusable without the double grinding. Grinding it twice yields mulch that you would buy. They use it for town work and residents are allowed to take it as well, but they need to load it themselves.

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to approve a contract with Durham/Middlefield Transfer Station to grind wood debris at the Brush and Leaf Disposal Site (Stump Dump)

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

5. Parks and Recreation Director (Rick Maynard):

5.1 Discuss and take possible action to contract with company for transportation for summer camp.

Mr. Maynard explained that this is for bus service for the Get out Way Out travel camp for kids in grades 6-8. The program has grown over the years from 8-20 kids to 50-60 kids. They fees for the busing is built into the program fees. He added that they received three quotes and he is recommending they

go with the lowest quote National Express/Durham School Services in the amount of \$11,512.50.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to contract with National Express/Durham School Services for summer camp transportation in the amount of \$11,512.50.

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

5.2 Consider and take possible action to purchase trash and recycle barrels.

Mr. Maynard explained that the small Perkins recycle body for their pick-up truck should be in this week and the trash truck should be arriving the second week of July. He added that they need to get some additional barrels. He solicited five quotes and received four responses ranging from \$4,691 to \$8,600. He added that the lowest quote requires them to purchase a minimum of 112 barrels each (recycling and trash) for a total of 224 and they do not need that many.

Mr. Maynard recommended they go with Schaefer Systems International. They sent detailed specifications and pictures of the barrels. In addition the barrels are compatible with the grabbers they are getting. He is looking to get 70 trash and 46 recycling containers for a total cost of \$8,210. He added that this will come out of the program account and not the town budget. It is the best price for what they are getting and tests show these barrels can withstand heavy winds. Mr. Maynard said he is impressed with the company, the detail they provided and the barrels come with a 10-year warranty.

There was discussion about recycling barrels and ways to prevent people from throwing in things that are not recyclable. Mr. Havrda noted that if the recyclables are contaminated they have to throw out the whole barrel and cannot recycle. Suggestions were made to maybe only have a small opening for cans and bottles and to list that on the barrel. Mr. Maynard said he will talk to the company to see what they can do and get back to the board.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the purchase of trash and recycle barrels from Schaefer Systems International in the amount of \$8,210.

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

6. Discuss and take possible action on “An Ordinance to Amend the Code of the Town of Guilford – Chapter 236 Solid Waste and Recycling (Prohibition of Use by

Business Establishment of Single-Use Plastic Bags” as a result of Public Hearing on May 28.

Ms. Renner said the turnout at the meeting was amazing and almost all were unanimously in favor except one person who did not have an issue with the subject, but didn't think there should be a law about it. It is easy to remember the reusable bags when you go to the grocery store, but sometimes you forget when you go into CVS for a few items. She added that it needs to be done. It is an inconvenience and people don't like inconvenience but they can change their habits.

Mr. Havrda said he prefers less government and he did agree with the person opposed to the need for a law about this, but unfortunately sometimes you have to make laws. It is unfortunate they have to but at this point if they are going to enforce it they have to legislate it. He added that they should all be doing this, but not enough are. This is making it clear as a community where they want to be. The responsibility of this board is to demonstrate leadership and to do what's right.

Ms. Ruoff said she agrees with this and is happy they moved on this fairly quickly.

The board noted that they need to get the message out about responsible recycling.

Mr. Federici stated that the first selectman has championed this early on and he regrets not being here, but he is in favor and would have voted in favor of it.

Mr. Federici said one comment that he has seen is that a lot those plastic bags are reused by people for other things such as trash can liners, dog bags, cat litter. He added, however, that there are other options for that and ways to find replacements for those things that have less risk of finding their way into our environment. Mr. Federici said he is aware of those objections, but thinks there are reasonable solutions and a slight change in our behavior will be worth it.

7. Appointments and Resignations:

7.1 Act on recommendation to move Alan Fairbank from alternate to regular member on the Conservation Commission to fill a vacancy for a term to expire February 28, 2020.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to move Alan Fairbank from alternate to regular member on the Conservation Commission to fill a vacancy for a term to expire February 28, 2020.

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

7.2 Act on recommendation to move Joseph Nugent from alternate to regular member on the Conservation Commission to fill a vacancy for a term to expire February 28, 2022.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to move Joseph Nugent from alternate to regular member on the Conservation Commission to fill a vacancy for a term to expire February 28, 2022.

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

7.3 Act on recommendation to appoint Jaime Stein as an alternate to the Planning and Zoning 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 appoint Jaime Stein as an alternate to the Planning and Zoning 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 appoint John Sullivan as an alternate to the Economic Development Commission to fill a vacancy for a term to expire April 30, 2020.

Motion: Upon a motion made by Mr. Havrda and seconded by MS. Ruoff, the board voted unanimously to appoint John Sullivan as an alternate to the Economic Development Commission to fill a vacancy for a term to expire April 30, 2020.

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

7.5 Act on recommendation to appoint David Davison as an alternate to the Marina Commission to fill a vacancy for a term to expire May 30, 2020.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to appoint David Davison as an alternate to the Marina Commission to fill a vacancy for a term to expire May 30, 202.

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

7.6 Act on recommendation to reappoint Jason Marchi as an alternate to the Planning and Zoning 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 Jason Marchi as an alternate to the Planning and Zoning 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 appoint Douglas Clark as an alternate to the Conservation Commission to fill a vacancy for a term to expire February 28, 2020.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to appoint Douglas Clark as an alternate to the Conservation Commission to fill a vacancy for a term to expire February 28, 2020.

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

7.8 Act on recommendation to reappoint Scott Edmond to the Planning and Zoning 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 Scott Edmond to the Planning and Zoning Commission for a term to expire February 28, 2023.

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

7.9 Act on recommendation to reappoint Kit Wilcox as an alternate to the Zoning Board of Appeals for a term to expire February 28, 2023.

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to reappoint Kit Wilcox and an alternate 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

8. Correspondence

None

9. Committee Reports

None

10. Old Business

Mr. Federici noted that the town is purchasing streetlights as part of the overall Energy Performance Contract and replacing them with LED lights.

Ms. Millman explained that the board previously voted to expend up to \$100,000 for the purchase of the streetlights under the Energy Performance Contract. The total cost that came in is \$92,938.91. She explained that this is for the purchase of the lights, not poles. According to the consultants the savings per year is set to total \$40,000.

11. New Business

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the request to place a sign on the Green advertising Martine's Wakeup Picnic taking place June 14, 2019. (Sign Placement 6/3-6/14)

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

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

Jo Keogh thought the Human Rights Commission members were going to be appointed at this meeting. The clerk explained they would be on the next agenda.

13. Discuss and take possible action on appeal from residents in accordance with Section 247-31 Right of Appeal, Article VII Elderly Tax Relief Program. (Executive session may be required)

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to enter into executive session at 9:15 a.m. to discuss Elderly Tax Relief appeals from residents and invited Assessor Jennifer Bernardo and the resident.

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

Ms. Ruoff left the meeting at the end of the executive session.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to return to public session at 10:07 a.m.

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

The board took no action on the matters.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to adjourn the meeting at 10:08 a.m.

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

Respectfully submitted,

Traci K. Brinkman
Clerk
Board of Selectmen