

**BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JUNE 17, 2019
8:00 A.M. – GUILFORD TOWN HALL**

First Selectman Matthew Hoey called the meeting to order at 8:00 a.m.

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

Town Officials: Finance Director Maryjane Malavasi, In-House Counsel/Purchasing Pam Millman, Public Works Director Tom Fillion, BOE Director of Operations/Facilities Cliff Gurnham, Environmental Planner Kevin Magee, Facilities Engineer Steve Neydorff, Fire Chief Charles Herrschaft, Tax Collector Deb Milano and Clerk Traci Brinkman. Joining the meeting in progress: Assessor Jenn Bernardo, Land Acquisition Member Gary MacElhiney, Economic Development Coordinator Brian McGlone and Human Resources Director Mitch Goldblatt

Others: SARAH Executive Director Ken Alberti, Women & Family Life Center Executive Director Meghan Scanlon and resident John Volpe

Media: Mike Graziano, taping for GCTV

1. Pledge of Allegiance

Mr. Havrda led the pledge.

2. Public Hearing to obtain comments on programs that shall be included on a list pursuant to Chapter 228a of the Connecticut General Statutes, Neighborhood Assistance Act, prior to submission of such list to the State of Connecticut Department of Revenue Services.

Mr. Hoey explained that every year the board entertains these requests from various non-profits for funds under the Neighborhood Assistance Act Program. He noted that the representative from Lifelix was not able to be present.

Mr. Alberti explained they are looking for a total of \$5,000 for an eight-week program for SARAH Inc. that would teach clients food prep and other proper eating.

In addition the facility they run programs in, does not have the proper HVAC. Last year they requested a higher number under the NAA Program for this, but this year they are requesting \$40,000. They found a couple of different ductless solutions that are more cost effective and energy efficient.

Ms. Scanlon of the Women and Family Life Center explained that her application is similar to last year. It is the same window replacement project. They are looking to replace all the windows in the main building. They have received all the approvals from town commissions and purchased the windows last year with the previous NAA grant and other sources. This year they are looking for \$13,800 to complete the work. The total project cost is \$28,800. She noted that the project will start in mid-July.

The board closed the public hearing at 8:10 a.m.

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

None

4. Approve minutes of:

4.1 May 28, 2019 – Public Hearing

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner the board voted to approve the minutes of the May 28, 2019 Public Hearing presented.

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

4.2 June 3, 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 June 3, 2019 Regular Meeting as presented.

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

5. Town Engineer (Janice Plaziak):

5.1 Consider and take possible action on the Tighe & Bond agreement for the engineering phase of the Route 77 Pedestrian Improvement Project as well as the agreement between the State and the Town of Guilford and authorize the first selectman to sign all related documents.

Ms. Plaziak said a few months ago they had the selection process and identified Tighe & Bond. They have worked with the DOT to scope out the project and work on the cost. The final contract is for \$221,863 with \$22,187 set aside for an extra work balance. She added that the DOT has set aside \$250,000 for the engineering phase. Ms. Plaziak said this is for the extension of sidewalk from Adams to at the least the Art Center, but hopefully to Hubbard Road.

There was discussion on how the sidewalk will be handled under the turnpike, which Ms. Plaziak said is the most challenging part of the project. She added that it is possible there will be additional signals put in as well. There will be public information meetings on the project.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the Tighe & Bond Agreement as well as the agreement between the State and the Town of Guilford and authorize the first selectman to sign all related documents.

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

6. Finance Director (Maryjane Malavasi):

6.1 Receive monthly report from Finance Director.

Revenues

Ms. Malavasi said they have collected 101.3% of revenues. She noted that there have been additional building revenues and there will be a corresponding overage on the expenditure side for contract services due to some larger projects. The fire department is current on deposits and with the new system expects to end the year with a surplus. Parks and Recreation should bring in all their revenue. She noted a transfer of \$39,000 to the BOE from the ECS line; this was an additional amount that was received that the BOF voted to give back to the BOE. The anticipated amount was much higher. They also will receive a final state grant payment at the end of June, which will bring that line equal to the budget. In total she estimated a \$1.4 million surplus in revenues at year end.

Mr. Hoey noted that taxes are significantly over at 100.6% and he asked Ms. Malavasi to explain why that is.

Ms. Malavasi said they do well in bringing in taxes. There are other items that factor into that. When they set the mill rate they make adjustments for delinquencies and tax appeals, because there are things that may not come to fruition. By the time they set the mill rate and the bills go out they are still working on the Grand List so they typically end up with a surplus, because those items are hard to predict.

Mr. Hoey said there is also usually a discrepancy in state aid because the budget is set before the state budget is passed.

Ms. Malavasi said they budget to the best of their ability. The past two years they anticipated cuts to ECS and also talked about the contribution to the teachers' retirement, but that did not come to fruition. In the 2020 budget what they budgeted is almost identical to what was approved, the only difference is ECS is coming in at \$99,000 more than they anticipated and they are not receiving the revenue sharing grant, so they were very close.

Expenses

Ms. Malavasi explained that last month insurance was overdrawn, but they made the transfers so it is back in line. The legal budget did go over in May, but not as much as anticipated. There will still be additional expenditures, but they will

handle this at the end of the year. The Building Department is over, but she explained that is due to some larger projects. She added that Natural Resources is over, but there are some outstanding purchase orders and she is working with Mr. Magee to see what is still needed for year end. Trees have been an issue. Ms. Malavasi said they are awaiting two SAFER grant payments from the state totaling \$160,000. This will offset full-time salaries. This budget will possibly be over at the end of the year, because they had some larger maintenance issues, there were additional training requirements on the EMS side as well as replacement needs.

Ms. Malavasi noted that there will be transfers from the reserve fund balance and operating surpluses that will offset capital. She added that they have been trying to use current surpluses to lower capital needs for next year. There is also a premium offset that will cover the overage in debt.

She added that expenditures are slightly higher than last year at this time and she expects them to be relatively flat at year end. The surplus will mostly come from the revenue side.

Medical

Mr. Hoey said they are projecting a \$1.15 million surplus at the end of the year. They surpassed the catastrophic claims premium by \$100,000 with one month to go. He added that this has been an effective tool in managing costs.

7. Public Works Director (Tom Fillion):

7.1 Discuss and take possible action to approve purchase of diagnosis tool from Connected Automotive Systems.

Mr. Fillion said they are looking into another system that will give them a variety of data for different companies. They found tools sold by J-Pro and Connected Auto Systems (CAS). The CAS tool is cheaper and allows them to buy additional input later for other equipment. It also comes with technical support as well and a one-year warranty. The cost is \$10,917 and the budget for this was \$12,000. The J-Pro cost was over \$11,000.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to approve the purchase of a laptop scanner diagnosis tool from Connecticut Automotive Systems in the amount of \$10,917.

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

7.2 Consider and take possible action on purchase of a Freightliner 11145D Ten Wheel Dump Truck and body package off of State Contract #14PSX-0239.

Mr. Fillion said they are looking to replace Truck 98, which is a 2003 and beyond its useful life. He added that with the new truck they are looking to go

with Freightliner. They purchased a Six-Wheel Freightliner previously and are happy with the setup of the truck. They are taking the stainless all season body package and are going to try one all season body. They are also getting the Viking plow hoist and Wausau plow. The total amount is \$252,889.05 and is under the budget amount of \$280,000.

There was discussion about Mack trucks versus Freightliner. It was noted that the Public Works Commission has also recommended this and they are purchasing off of the state bid. Mr. Fillion said they will order as soon as possible with delivery hopefully before December.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to purchase the Freightliner 11145D Ten-Wheel Dump Truck and body package off of State contract 14PSX0239 in the amount of \$252,889.05.

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

8. Facilities Engineer (Steve Neydorff):

8.1 Discuss and take possible action on Town Hall South carpet replacement.

Mr. Neydorff said he received three quotes from local contractors and Joe's Paint and Flooring in Branford was the cheapest at \$19,700. He has done work with them before. In addition they are willing to do the work on weekends as well so it will not disrupt operations. He added that this will be done during the summer.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to contract with Joe's Paint and Flooring in Branford for Town Hall carpet replacement in the amount of \$19,700.

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

9. Fire Chief (Charles Herrschaft):

9.1 Consider and take possible action to waive the bidding and purchase an ambulance from Excellence due to it being a sole source vendor.

Chief Herrschaft explained that the Board of Fire Commissioners is requesting the board waive the bidding and go with Excellence. They have been doing business with them for 25 years. They have an excellent product that meets their specifications and is within the budgeted amount.

Mr. Hoey asked when they would receive the new ambulance.

Chief Herrschaft said it would be 120 days from the time the purchase order is received.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to waive the bidding and purchase an ambulance from Excellance in the amount of \$214,490.77, due to it being a sole source vendor.

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

10. Tax Collector (Deb Milano):

10.1 Discuss and take possible action allowing tax collector to initiate tax sale on prepared list of properties.

Mr. Hoey said they could waive the reading of the names.

Ms. Milano explained that when taxes become delinquent every month she sends out a notice and urges them to call. If they are having difficulty paying she will work with them to set up a payment plan. She added that the people on this list do not call to arrange payments. Most are no responses. Ms. Milano said the list started out at 25 and is now down to 11.

She added that Attorney Alan Cohen at Pullman & Comley does all the tax sales for the Tax Collector's Association.

Motion: Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to allow the tax collector to initiate a tax sale on the prepared list of properties.

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

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

11.1 Discuss and take possible action on change order for Silver Petrucelli and Associates for construction administration services for the Baldwin HVAC Project.

Mr. Gurnham explained that they removed this from the original proposal with the hope of getting a better bid after the design. He added that it was effective and saved them \$9,000 by doing it this way. Mr. Gurnham said Silver Petrucelli did the original design and they are being recommended to perform the construction administration. It is an aggressive project and having them on board is important to maintain the schedule and make sure it is done when school opens. He noted that Silver Petrucelli is on the on-call bid list and the SBC has also recommended the company for a price of \$19,155.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the change order for Silver Petrucelli and Associates for construction administration services for the Baldwin HVAC Project in the amount of \$19,155.

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

11.2 Consider and take possible action on purchase and installation of cameras at Calvin Leete School off of state contract.

Mr. Gurnham explained that they got proposals from two vendors on the state bid, ITS and Nationwide Security. Nationwide was lower at \$22,594.21. They were reviewed and recommended by the Standing Building Committee. This is the first of several projects where they are enhancing the cameras to cover more areas. Next month they will be working on Melissa Jones and Adams. Funding is coming from a 2016 bond which has an available balance of \$327,562.

Motion: *Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to approve the purchase and installation for cameras at Calvin Leete School off of state contract from Nationwide Security Corp in the amount of \$22,594.21.*

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

11.3 Discuss and take possible action in installation of a walk in freezer for the Adams Middle School kitchen.

Mr. Gurnham said the walk-in freezer which is outside of the kitchen area broke two to three weeks prior to the finish of school. They brought in spare units and chests to get them through the rest of the year. They are going to reconfigure the kitchen and create space for a walk-in freezer within the kitchen and were looking for the largest size the space could hold. Kittredge provides a full start-up and plumbing, but will not do the electrical, but they can do that in-house. They were not the cheapest, but proposed the best package overall because of the additional things that are included in their price. The total amount is \$24,173.67 and is coming from 2016 bond proceeds that were approved for similar projects.

Motion: *Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the purchase an installation of a walk-in freezer for the Adams Middle School Kitchen from Kittredge Food Service Equipment in the amount of \$24,173.67.*

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

12. Sustainable Guilford Task Force:

12.1 Consider and take possible action on amendment to the purchasing policy regarding sustainable purchasing.

Mr. Brown explained that purchasing is one of the areas the Sustainable Task Force focused on as a high priority to do first toward its Sustainable CT certification because it is a “no brainer.” It affects the safety of kids in the schools, the safety of residents and makes a statement about the town attempting to reduce its carbon footprint. He added that he worked with Ms. Millman on this and they found the Town of Glastonbury had the best model so they used that and integrated additional thoughts to come up with the version in front of the board.

Mr. Hoey read the objectives. Mr. Brown noted that Sustainable CT requires the Task Force to demonstrate commitment to this, so they will be working with the department heads on this. They anticipate possibly collaborating with other towns on this and hope to share the knowledge they gain with local businesses and households as well.

There was discussion about solar arrays and possibly in the future looking at ways where the town could share in nearby solar power if there is a town facility close by.

Motion: Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to approve the amendment to the purchasing policy regarding sustainable purchasing as presented at the meeting.

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

13. Economic Development Coordinator (Brian McGlone):

13.1 Discuss and take possible action on five town project to create a “mini regional” economic opportunity.

Mr. McGlone said the five towns of Branford, Durham, Guilford, Madison and North Branford who are part of the south central economic development region are breaking into a smaller group in order to put more emphasis on the local region. He added that companies don’t look at a single town when they look to move. In addition, lifestyle is one of the strengths of this mini region. They have had a couple of meetings and one of the outcomes is that they would need to engage a consultant to help them determine how to promote the region, to better understand regional attributes and branding. They would help to develop a road map and identify the types of companies that would best fit in here.

He noted that funding from each town in the amount of \$3,600 to \$5,000, would help to develop Phase I. Assuming everything moves forward they would develop branding, a logo, website and video to promote the region.

Mr. Havrda asked if this was in addition the \$6,000 they approved in the budget process for REX.

Mr. McGlone said that it would be in addition to that.

Mr. Havrda said the state is not seeing businesses coming in and he questions if it is effective in spending money on marketing. How many brochures can you put out when people are not looking to come to the state?

Mr. Hoey noted that they are not talking about attracting large corporations, but rather smaller businesses or start-up companies that want to live and raise a family in the area.

Mr. Havrda said there is a difference between bringing businesses and individuals here. He thinks it is a better investment to spend money to grow what we already have.

Mr. McGlone said part of the initiative is to clearly identify businesses and try to bring them here.

Ms. Renner asked what they see happening after year one.

Mr. McGlone said that hopefully they will be in a position to demonstrate results. This \$25,000 total from the towns is a cap on the budget at this time. They are not looking for more than that right now.

Ms. Renner asked if other towns have committed the money.

It was noted that all the towns have committed to the funding except for North Branford, which should be officially voting on it soon. Mr. McGlone noted that the Economic Development Commission has supported this as well.

Mr. Havrda asked where the funds would come from.

Mr. McGlone said he has \$1,000 in his budget, maybe a little more. Mr. Hoey said he would work with Ms. Malavasi to see where they have some surpluses.

Mr. Havrda said he would make a motion to approve \$3,000 with grave reservations. He fully supports the concept of the five towns working together for the mutual benefit of Economic Development, but is opposed to spending any more money. Maybe with limited money they could make business cards describing the coalition, but certainly not to the level of \$25,000. He would like to see those funds utilized by reaching out to target potential complementary enterprises for this area.

Mr. Hoey said he appreciates the compromise and would second that motion to spend up to \$3,000 at this point.

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Hoey, the board voted unanimously an expenditure of \$3,000 toward the Central Coast Coalition five-town mini-economic development initiative.

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

14. Environmental Planner (Kevin Magee):

14.1 Consider and take possible action to continue the deer management program at the East River Preserve this fall and then conduct a review of the program.

Mr. Magee said they completed three years of the program. They had activities in 2016, 2017 and the fall of 2018. He noted that hunting is allowed from October 15-November 15 each year from sunrise to 11:30 a.m. He explained that two of the control areas that were fenced off from deer were damaged so there was only one control area to measure the vegetation. The growth was 39 inches in that area versus 22 inches in the rest of the area over the three years. He added that there was very minimal impact on wildlife, because hunters saw a variety of species.

Mr. Magee said that 19 deer over the three years were harvested. As far as any impact on the recreational use, the hunters said they had positive interaction with the public and there has not been that much negative feedback except for some damaged signage. He added that the public probably doesn't even realize the hunters are there because the safety program requires them to be 250 feet from the trails.

Mr. Magee said that there is still an overpopulation of deer. The Conservation Commission recommends extending the program another three years and adding a two week hunt in January when more deer graze and there are fewer walkers present on the trails.

Motion: Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to approve the Tri-Annual East River Preserve Deer Management Report and extend the program another three years and include a two week hunt in January.

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

15. Discuss and take possible action on programs that shall be included on a list pursuant to Chapter 228a of the Connecticut General Statutes Neighborhood Assistance Act as a result of earlier public hearing.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to approve the applications submitted by SARAH, Lifelix and the Women & Family Life Center to be forwarded for inclusion in the Neighborhood Assistance Act Program.

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

16. Consider and take possible action on Noise Control Ordinance Variance Application for the Shift to the Summit Event taking place June 22, 2019.

Motion: Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to approve the Noise Control Ordinance Variance Application for the Shift to the Summit Event taking place June 22, 2019.

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

17. Appointments and Resignations:

17.1 Act on recommendation to appoint Judith Keogh to the Human Rights Commission for a term to expire June 30, 2023.

Motion: Upon a motion made by Ms. Renner and seconded by Ms. Ruoff, the board voted unanimously to appoint Judith Keogh to the Human Rights Commission for a term to expire June 30, 2023.

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

17.2 Act on recommendation to appoint Donna Daniels to the Human Rights Commission for a term to expire June 30, 2023.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to appoint Donna Daniels to the Human Rights Commission for a term to expire June 30, 2023.

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

17.3 Act on recommendation to appoint Clarice Yasuhara to the Human Rights Commission for a term to expire June 30, 2023.

Motion: Upon a motion made by Mr. Hoey and seconded by Ms. Ruoff, the board voted unanimously to appoint Clarice Yasuhara to the Human Rights Commission for a term to expire June 30, 2023.

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

17.4 Act on recommendation to appoint Maureen Raucci to the Human Rights Commission for a term to expire June 30, 2021.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Ruoff, the board voted unanimously to appoint Maureen Raucci to the Human Rights Commission for a term to expire June 30, 2021.

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

17.5 Act on recommendation to appoint Andy Gottlieb to the Human Rights Commission for a term to expire June 30, 2021.

Motion: *Upon a motion made by Ms. Ruoff and seconded by Mr. Havrda, the board voted unanimously to appoint Andy Gottlieb to the Human Rights Commission for a term to expire June 30, 2021.*

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

17.6 Act on recommendation to appoint Jack Evans to the Human Rights Commission for a term to expire June 30, 2023.

Motion: *Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to appoint Jack Evans to the Human Rights Commission for a term to expire June 30, 2023.*

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

Mr. Hoey said there are still three slots left on the Human Rights Commission. If anyone is interested they can apply through their town committee or directly to the selectmen's office.

17.7 Act on resignation of Elise Low from the Cable Advisory Council of South Central Connecticut.

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 of Elise Low from the Cable Advisory Council of South Central Connecticut.*

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

18. Requests for Use of Town Property:

18.1 Act on request from St. George Church and Knights of Columbus to place a sign on the Green advertising its Carnival taking place August 6-10, 2019. (Sign Placement 7/27-8/10)

Motion: *Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the request from St. George Church and Knights of Columbus to place a sign on the Green advertising its Carnival taking place August 6-10, 2019.*

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

19. Correspondence

19.1 Building Report

19.2 Public Works Report

Both received without comment.

20. Committee Reports

Ms. Ruoff said the Housing for Economic Development Committee had a meeting last week and have narrowed it down to two eligible entities; they are still working and moving forward.

21. Old Business

None

22. New Business

None

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

Gary MacElhiney of 411 Nortontown Road said a substantial amount of towns have weighed in on the state recommendation regarding tolls. He asked the board to consider the issue and make a recommendation. As someone who uses the infrastructure and pays tolls in other states he believes a toll system is a reasonable request so out-of-state people can also pay to use our roads. Mr. MacElhiney said the people who do not want tolls are calling them another tax, but paying for infrastructure through bonds also affects taxes as well.

Mr. Hoey said he would put it on the agenda for discussion at the next meeting.

Mr. Hoey said Guilford recently lost one of its great sons – Carl Balestracci. He was an advocate for all things Guilford. Carl was a former First Selectman and on the Board of Selectman for many years. He was also a teacher and administrator. It is a loss the community has felt and will continue to feel. He touched so many lives and he loved history. He will be missed.

24. 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)

25. Consider and take possible action to authorize the appraisal of a property. (Executive session may be required)

26. Discuss and take possible action on request to carry over an additional week of vacation time from FY18-19 to FY19-20. (Executive session may be required)

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Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to enter into executive session at 10:06 a.m. to discuss an Elderly Tax Relief Program Appeal, a property appraisal and a request to carry over vacation time. For the Appeal, the board invited Assessor Jennifer Bernardo, resident John Volpe and In-House Counsel Pam Millman. For the appraisal of property the board invited In-House Counsel Pam Millman and Gary MacElhiney.

Vote: In Favor: Hoey, Havrda, Renner 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 10:28 a.m.

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

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to approve the resident's Elderly Tax Relief appeal in accordance with Section 247-31 Right of Appeal, Article VII Elderly Tax Relief Program.

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

The board took no action on item 25.

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to approve the request from an employee to carry over an additional week of vacation time from FY18-19 to FY19-20.

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

Motion: Upon a motion made by Ms. Ruoff and seconded by Ms. Renner, the board voted unanimously to adjourn the meeting at 10:30 a.m.

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

Respectfully submitted,

Traci K. Brinkman
Clerk
Board of Selectmen