

**BOARD OF SELECTMEN
MEETING MINUTES
MONDAY, JULY 1, 2019
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 and Louis Federici

Town Officials: Human Resources Director Mitch Goldblatt, In-House Counsel/Purchasing Pam Millman, BOE Business Manager Linda Trudeau, Finance Director Maryjane Malavasi, Public Works Director Tom Fillion, Town Engineer Janice Plaziak, Parks and Recreation Director Rick Maynard, Assessor Jennifer Bernardo and Clerk Traci Brinkman

Others: Resident Jack Valen and Realtor Kathy Moniello

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

3. Approve minutes of:

3.1 June 17, 2019 – Regular Meeting

Mr. Federici questioned a statement Ms. Malavasi made in the minutes, but Ms. Malavasi said what was stated is accurate.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted to approve the June 17, 2019 Regular Meeting Minutes as presented.

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

3.2 June 17, 2019 – Special Meeting

The board had to table action on the minutes since there was not a quorum of those present at the meeting.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Hoey, the board voted unanimously table action on the June 17, 2019 Special Meeting minutes.

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

4. Public Works Director (Tom Fillion):

4.1 Discuss and take possible action to contract with New England Asphalt for Chip sealing.

Mr. Fillion went over the list of the proposed roads he intends on chip sealing this year. He noted that New England Asphalt was the low bidder again. He added that they had no issues with the contractor last year. They would be purchasing under State Contract PSX0327. He estimates doing 110 square yards of chip sealing at a price of \$1.59 per square yard for a total amount of \$174,900 plus the oil escalation cost which is unknown at this point.

Motion: *Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to contract with New England Asphalt for chip sealing under State Contract 19PSX0327 for 110 square yards at a price of \$1.59 per square yard for a total of \$174,900 with additional oil escalation costs.*

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

5. Town Engineer (Janice Plaziak):

5.1 Consider and take possible action to contract with Summer Hill Civil Engineers from the on-call list for engineering services for the Replacement of Culvert on Jacobs Lane.

Ms. Plaziak said there was a failure with the culvert a couple of years ago. Public Works made a temporary repair, but it is in need of replacement. Because of gaps in personnel in her office and challenges with the location they need outside consulting. She is recommending they use Summer Hill Civil Engineers from the on-call list for the engineering. They are professional, reasonable and will do a thorough job.

Motion: *Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to contract with Summer Hill Civil Engineers from the on-call list for engineering services for the Replacement of Culvert on Jacobs Lane in the amount of \$9,500.*

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

6. Consider and take possible action to set a Public Hearing for August 5, 2019, 8:30 a.m. at the Town Hall to consider enactment of an “Ordinance to Amend the Code of the Town of Guilford Chapter 218, Peddling and Soliciting.”

Ms. Millman explained that the current ordinance is from 1965. She noted that the words Peddling and Soliciting are the statutory definition. This is bringing the ordinance up to date with current relevant statutes. In addition it addresses mobile food establishments. This ordinance also allows the adoption of rules and regulations to further elaborate on what is allowed and to have flexibility to make changes without having to go through the ordinance process to make changes. She worked with the police chief on this along with input from Town Hall South staff. The Rules and Regulations are not part of the public hearing, but a draft will be made available at the hearing. Because the police commission is the traffic authority in the town, the commission will review the rules and regulations as well and then come back to the selectmen for approval once the ordinance is adopted.

Mr. Hoey noted that the preferred vending locations are town parking lots, which do require site plan approval. He added that at some point they may need to have a discussion about removing that burden from vendors.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to set a Public Hearing for August 5, 2019, 8:30 a.m. at the Town Hall to consider enactment of an "Ordinance to Amend the Code of the Town of Guilford Chapter 218, Peddling and Soliciting."

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

7. Discuss and take possible action on approval of a resolution to authorize a Technology Lease Purchase Agreement for the Guilford Board of Education.

Ms. Trudeau said the Board of Education is looking to enter into an annual technology lease totaling \$350,000 for various technology equipment. She noted that they will own the equipment and that this is just a funding mechanism to purchase more than what they could do through the budget. Ms. Trudeau said there are really only two companies doing this type of funding. The proposals are due tomorrow and the Board of Education will award at its meeting on Monday, but they need the approval of the Board of Selectmen to enter into the agreement.

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to approve the resolution to authorize the Technology Lease Purchase Agreement for the Guilford Board of Education.

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

8. Discuss and take possible action to appoint Kimberly Norman-Rosedam as the Municipal Building Official for a four-year term.

Mr. Hoey said that according to Connecticut State Statute, the first selectman appoints the Municipal Building Official to a four-year term. He added that the new Building Official is okay with this and has encountered this with employment in other towns.

Motion: Upon a motion made by Mr. Federici and seconded by Ms. Renner, the board voted unanimously to appoint Kimberly Norman-Rosedam as the Municipal Building Official for a four-year term.

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

9. Discussion regarding State Toll Proposal.

Mr. Hoey said former Selectman Gary MacElhiney had recommended the board might want to weigh in on this issue so he put it on the agenda. He added, however, that he feels it is not appropriate for the board to make a recommendation.

Mr. Havrda said he agrees with Mr. Hoey. He does not think this is a decision the board should be involved in. If the town has a whole wanted to make a statement then it should go to a Town Meeting.

Mr. Federici said it is a state legislative issue and everyone should have the ability to offer an opinion on it.

Mr. Hoey said there is a document produced by CCM which details the proposal and is on the town website for information purposes.

10. Parks and Recreation Director (Rick Maynard):

10.1 Discussion and approval of solar powered trash and recycle barrel on the Green.

Mr. Maynard said the trash in front of the stores is unsightly when the barrels are overflowing. He noted that this department took over trash pickup today and while they will keep on top of them, the garbage still smells and creates swarms of bees and flies. Many business owners are in favor of moving them away from the stores. In addition, a group of Realtors, including Kathy Moniello, have offered to fundraise and purchase a solar powered trash/recycle barrel that compacts for the southwest corner of the Green.

Mr. Maynard said because it compacts, this barrel can hold up to five barrels of trash. When it is getting full it can send a message to a phone. Madison has three of these and even full the bag only weighs 50 pounds. He noted that the grabber on the new truck will not be able to grab it, but the employees lift 50 pound bags of fertilizer so it should be fine. Mr. Maynard said if it is an issue they can remove the garbage before it gets full.

Ms. Moniello said this would include a double unit trash and recycle bin and the pad. The cost will come close to \$6,000, but the will fundraise for that.

Mr. Havrda asked about maintenance and repair costs.

Mr. Maynard said Madison has had them for over four years and no repairs. He added that he can ask the sales people for more information. Mr. Maynard said maybe the compactor or battery might need replacing over time.

Mr. Hoey said this is a great opportunity to try something new.

Motion: Upon a motion made by Mr. Federici and seconded by Ms. Renner, the board voted unanimously approve receipted of donated Solar Power Trash/Recycle Barrels for use on the Green.

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

11. Requests for Use of Town Property:

- 11.1 Act on request from the SARAH Foundation to place a sign on the Green advertising its Summer Breeze Ride for Autism taking place July 14, 2019. (Sign Placement 7/1-7/14)**
- 11.2 Act on request from the Guilford Police Department to use the Green for its National Night Out taking place August 6, 2019 (alternate date of August 13).**
- 11.3 Act on request from the North Guilford Congregational Church to place a sign on the Green advertising their Church Fair taking place August 17, 2019.**

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to approve the requests for use of town property as outlined on the agenda.

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

12. Discuss and take possible action on a noise variance application for the Guilford Police Department's National Night Out.

Motion: Upon a motion made by Mr. Havrda and seconded by Mr. Federici, the board voted unanimously to approve the noise variance application for the Guilford Police Department's National Night Out taking place August 6, 2019 (Alternate date of August 13).

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

13. Appointments and Resignations:

13.1 Act on recommendation to appoint Michael Biroscak as an alternate to the Agricultural Commission to fill a vacancy for a term to expire September 29, 2022.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Havrda, the board voted unanimously to appoint Michael Biroscak as an alternate to the Agricultural Commission for a term to expire September 29, 2022.

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

13.2 Act on recommendation to appoint James DeMaio to the Standing Building Committee for a term to expire June 17, 2020.

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to appoint James DeMaio to the Standing Building Committee for a term to expire June 17, 2020.

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

13.3 Act on recommendation to appoint Carrie Federici to the Board of Police Commissioners for a term to expire June 30, 2023.

Mr. Hoey said owing to the fact that Ms. Federici is a relative of Mr. Federici, he believes it would be okay to approve the appointment conditional upon the review by the Board of Ethics to make sure that there are no potential conflicts of interest.

Mr. Havrda said he has no issue with the appointment, but because she is related to a member of the board he thinks it would be best to run it by the Board of Ethics so that it has been vetted at that level.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda the board voted to appoint Carrie Federici to the Board of Police Commissioners for a term to expire June 30, 2023 with the condition that it first be referred to the Board of Ethics for its opinion.

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

13.4 Act on recommendation to appoint Susan Ireland to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to appoint Susan Ireland to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

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

13.5 Act on recommendation to appoint John Wygmans to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

Motion: Upon a motion made by Mr. Federici and seconded by Mr. Havrda, the board voted unanimously to appoint John Wygmans to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

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

13.6 Act on recommendation to appoint Bob Jacob to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

Motion: Upon a motion made by Mr. Hoey and seconded by Ms. Renner, the board voted unanimously to appoint Bob Jacob to the Waste Transfer Station Advisory Committee for a term to expire June 30, 2024.

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

14. Correspondence

None

15. Committee Reports

Mr. Federici said at the next meeting he will have a formal recommendation regarding the Building and Fire Marshal fees. Mr. Federici then had to leave the meeting at 9:30 a.m.

16. Old Business

None

17. New Business

None

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

Jack Valen of 232 North River Street said the board made the right decision about not taking a stance on the toll issue. He added that there is not even a proposal to look at and if something does surface he recommends a town meeting on the tolls. Mr. Valen said he has done research on the effects of tolls in other countries and the United States. There would be environmental impacts in towns like Guilford and an increase in truck traffic.

19. Discuss and take possible action on sick time donation to a GEA employee. (Executive session may be required)

20. 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 Mr. Havrda and seconded by Ms. Renner the board voted unanimously to enter into executive session at 9:31 a.m. to discuss sick time donation and the Elderly Tax Relief Appeal and invited Mr. Goldblatt and Ms. Plaziak for Item #19 and Ms. Bernardo for Item #20.

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

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

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

Motion: Upon a motion made by Mr. Havrda and seconded by Ms. Renner, the board voted unanimously to approve the Elderly Tax Relief Program Appeal.

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

Motion: Upon a motion made by Ms. Renner and seconded by Mr. Havrda, the board voted unanimously to approve the sick time donation for a GEA employee.

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

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

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

Respectfully submitted,

Traci K. Brinkman
Clerk
Board of Selectmen