

TOWN OF GUILFORD
BOARD OF SELECTMEN/FACILITIES TASK FORCE
JOINT SPECIAL WORKSHOP MEETING
DRAFT MINUTES
Town Hall
July 15, 2019
9:00 a.m.

Present: Board of Selectmen: Selectman Charles Havrda, First Selectman Matthew Hoey, Selectman Sue Renner, Selectman Sandra Ruoff

Town Officials: Mike Ayles, Chairman Board of Finance

Facilities Task Force: Barbara Casey, Gary MacElhiney, John Ireland, Sally Berezowskyj, Bob Hartmann, Jr., Shavaun Towers Bennett, Bill Mulligan

First Selectman Hoey called the meeting to order at 9:00 a.m.

1. Status update and discussion regarding Facilities Task Force progress and preliminary recommendations.

The Facilities Task Force (FTF) felt it an appropriate time to provide the Board of Selectmen with an update, and allow them an opportunity to review findings prior to receiving a written report. The FTF have identified short term, intermediate and long term goals. They have also identified areas that require immediate attention. Consideration has been given to financial and operational efficiencies, and consolidation of facilities.

Selectman Havrda asked about the many small parcels of property owned by the town that are scattered throughout the entire town. The FTF has looked at some of those, and will be making some recommendations, but their current focus has been on facilities.

The FTF began by surveying all town-owned property, and are in the process of compiling a list of all properties into one data source. They then sent a questionnaire to all department heads, and followed up the surveys with interviews of all facilities relevant departments. In response to a question about other properties, such as the volunteer fire companies, the FTF noted that they are not town-owned, and therefore not under review by the FTF.

A department that has been determined to be in need of immediate attention is the Public Works Department. The priorities identified were cleaning facility access, and storage for vehicles and equipment.

The Guilford - Madison Waste Transfer Station, and the Stump Dump, are also in need of significant capital investments. First Selectman Hoey stated that the Transfer Station Advisory Committee was recently reactivated. Guilford has appointed members, but Madison has yet to do so. Part of their charge will be to assess the WTS facility.

The FTF also noted the need for both utility and paper storage. Every department that was interviewed expressed the need for more storage. It was noted that State of CT requirements for paper storage must be adhered to. A centralized multi-purpose storage facility would be efficient. The FTF noted that something as simple as syncing calendars and utilizing the same platforms across departments would create efficiencies, and ease of access for departments and the public.

The FTF realize the fiscal implications of their findings, and budgetary concerns were included in the discussions.

Considerations being reviewed by the FTF are: possible consolidation of storage areas, the need for additional parking in the downtown area; energy and sustainability; efficiency; community response to the recommendations of the FTF; timing, coordination and land use.

First Selectman Hoey recommended that the FTF reach out to the Sustainable Guilford Task Force in regards to energy and sustainability matters, and to the newly formed Safe Streets Mobility Task Force regarding parking.

The FTF would like to present their preliminary findings to the community soon, hopefully this fall, and receive feedback from taxpayers. It was suggested that the Board of Selectmen consider appointing a dedicated Public Works Relocation Committee sometime after the presentation to the public. Another suggestion was to conduct a programming study to further investigate the efficiencies that could be realized by combining facilities.

Efficiencies are often perceived in a negative manner. Efficiencies should be about making things better. The Town has come close to reaching its maximum growth, so the size of the town will presumably not be changed much in the next 100 years. If that is the case, a question for residents to consider will be; does it make sense to encompass the needs of the entire town into a single one hundred year facility, if things such as snow removal and property and equipment maintenance will not change?

The Board of Selectmen thanked the Facilities Task Force for their time and efforts, and for bringing these preliminary findings to their attention.

Motion: Upon a motion by Selectman Renner, and seconded by Selectman Ruoff, the Board of Selectmen voted to adjourn the meeting at 10:17 a.m.

In Favor: Havrda, Hoey, Renner, Ruoff

Opposed: None

Abstained: None

Respectfully Submitted,
Karen Quercia
Acting Clerk

Motion: Upon a motion by Selectman Ruoff, and seconded by Selectman Havrda, the Board of Selectmen voted to adjourn at 8:53 a.m.

In Favor: Havrda, Hoey, Renner, Ruoff

Opposed: None

Abstained: None

Respectfully Submitted,

Karen Quercia
Acting Clerk

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