



## Sustainable CT Community Certification Report

This is the Sustainable CT Certification Report of Guilford, a Sustainable CT bronze certified applicant.

Guilford was certified on May 31, 2022 with 260 points. Listed below is information regarding Guilford's Sustainable CT efforts and materials associated with the applicant's certified actions.

---

### Contact Information

The designated Sustainable CT contact for Guilford is:

<b>Name:</b>	MATTHEW HOEY
<b>Title/Position:</b>	FIRST SELECTMAN / SELECTMEN'S OFFICE
<b>Address:</b>	31 PARK STREET GUILFORD, CT 06437 GUILFORD, CT 06437
<b>Phone:</b>	203-453-8015

## Actions Implemented

Each approved action and supporting documentation for which Guilford was approved for in 2022 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Guilford, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact [info@sustainablect.org](mailto:info@sustainablect.org) with specific questions.

### 1. Inclusive and Equitable Community Impacts

---

#### 1.1 Optimize for Equity – REQUIRED

10 Points

**Approved Information:** 1.1 Equity Tool Kit applied to 6.1.1. Implement Complete Streets. (10 points), updated 3/24/22

**Supporting Documentation:**

PDF: [CERC GUILFORD PROFILE](#)

PDF: [1.1 EQUITY TOOLKIT FOR GUILFORD SAFE STREETS](#)

**Partners:** 1.1. Equity Toolkit. Wide range of stakeholders involved in Guilford Safe Streets, with co-creation between Town elected officials, Town staff, Guilford Safe Streets Task Force, Sustainable Guilford Task Force, and residents.

### 3. Well-Stewarded Land and Natural Resources

### 3.9 Manage Woodlands and Urban Forests

15 Points

**Approved Information:** 3.9.1 Establish a Forest Advisory Committee (5 points) 3.9.2 Complete a Forest Advisory Committee Activity (10 points)

#### Supporting Documentation:

PDF: [3.9.1 GUILFORD TREE ADVISORY BOARD AGENDA 02102022.PDF](#)

PDF: [3.9.1 GUILFORD TREE ADVISORY BOARD MEMBERS.PDF](#)

PDF: [3.9.2 BRAEMORE PRESERVE TIMBER MANAGEMENT PLAN.PDF](#)

PDF: [3.9.2 DUDLEY PRESERVE MANAGEMENT PLAN COMPRESSED \(1\).PDF](#)

PDF: [3.9.2 DUDLEY PRESERVE MANAGEMENT PLAN COMPRESSED.PDF](#)

PDF: [3.9.2 EAST RIVER PRESERVE -ERP -EXECUTIVE SUMMARY.PDF](#)

PDF: [3.9.2 EAST RIVER PRESERVE REPORT FINAL - JUNE COMPRESSED.PDF](#)

PDF: [3.9.2 GUILFORD TREE ADVISORY BOARD ACTIVITIES 2021.PDF](#)

PDF: [3.9.2 GUILFORD TREE POLICY DRAFT 03 07 2022.PDF](#)

PDF: [3.9.2 TIMBERLAND 2022 UPDATE -TOWN OF GUILFORD FOREST MANAGEMENT PLANS.PDF](#)

PDF: [3.9.1 TOWN WEBSITE TREE ADVISORY BOARD INFO 2022.PDF](#)

PDF: [3.9.2 TIMBERLAND FOREST RESOURCES INVENTORY AND MANAGEMENT PLAN 1997.PDF](#)

**Documentation Details:** Note 3.9.2 Guilford Tree Policy Draft 3-7-22 is a DRAFT. It is expected to be finalized by April.

**Partners:** 3.9.2 East River Preserve (ERP)Executive Summary: On Page 3. Part A Section 1, Authors of plan, please note the collaborative effort of public and private nonprofits' contributions to this Report such as the Guilford Conservation Land Trust and The CT Agricultural Experiment Station and DEEP to name a few,

### 3.11 Implement Green Grounds and Maintenance Program

15 Points

**Approved Information:** 3.11.1 Inventory Green Grounds Inventory (10 points) 3.11.2 Best Management Practices (5 points)

**Supporting Documentation:**

EXCEL: [3.11.1 INVENTORY.XLSX](#)

PDF: [3.11.2.A IPM - ORNAMENTAL & TURF IPM PLAN.PDF](#)

EXCEL: [3.11.2.B IRRIGATION ASSESSMENT.XLSX](#)

PDF: [3.11.2.C STORMWATER REDUCTION PROJECTS WITH UCONN.PDF](#)

**Documentation Details:** not needed

**Partners:** 3.11.c Stormwater Reduction Report by UCONN: Note Partners on the last page of the report. This project was funded by a grant from the Long Island Sound Futures Fund of the National Fish and Wildlife Foundation. It is a partnership of the University of Connecticut Center for Land Use Education and Research (CLEAR) and Rutgers University Water Resource Program, and is adapted from a process developed by the latter.

---

## 4. Vibrant and Creative Cultural Ecosystems

## 4.2 Support Arts and Creative Culture

15 Points

**Approved Information:** 4.2.1: Establish a Poet Laureate. 4.2.2: Include arts and culture in publicly available municipal marketing 4.2.7: Streamline permitting system for events, performances, etc. in public spaces. 4.2.10: Support arts and cultural activities offered at your local library(ies). 4.2.1 and 4.2.2 and 4.2.7 ( 10 points)  
4.2.10 (5 points)

### Supporting Documentation:

PDF: [3.2 LIBRARY EVENTS.PDF](#)

PDF: [3.2 PERMITTING EVENTS.PDF](#)

PDF: [4.2.1 GUILFORD ORDINANCE FOR POET LAUREATE.PDF](#)

PDF: [3.2 GUILFORD PARKS & RECREATION SUMMER BROCHURE.PDF](#)

PDF: [4.2.7 TOWN GREEN EVENTS APPLICATION.PDF](#)

PDF: [3.2 GUILFORD ART CENTER MUNICIPAL PARTNERSHIP.PDF](#)

PDF: [3.2 GUILFORD LETTER OF ONGOING COMMITMENT TO POET LAUREATE.PDF](#)

PDF: [4.2.1.GUILFORD LETTER OF ONGOING COMMITMENT TO A POET LAUREATE](#)

PDF: [4.2.2 GUILFORD PARKS & RECREATION SUMMER BROCHURE 2021](#)

EXCEL: [4.2.10 GFL PROGRAM REPORT FY 2021-2022.XLSX](#)

PDF: [4.2.10 GFL ADULT PROGRAMS APRIL 2020-MARCH 2022.PDF](#)

PDF: [4.2.10 GFL ADULT PROGRAMS OCTOBER 2019-MARCH 2020.PDF](#)

PDF: [4.2.7 GFL MEETING ROOM REQUEST FORM 2022.PDF](#)

PDF: [4.2.7 GFL ARTIST EXHIBIT FORM 2022.PDF](#)

PDF: [4.2.7 GFD PARKS & REC USE PERMITS 2022.PDF](#)

PDF: [4.2.10 GUILFORD EVENTS VOL 11 Q1 2022.PDF](#)

**Documentation Details:** 4.2.1 Guilford Ordinance for Poet Laureate.pdf : Ordinance from 2014, same document submitted in 2019 4.2.1.Guilford Letter of ongoing commitment to a Poet Laureate: Updated letter from March 2022 confirming Guilford Poet's laureate 4.2.2 Guilford Parks & Recreation Summer Brochure 2021: summer concert series page 13 4.2.7 Town Green Events Application.pdf: Form to fill in to use the Green 4.2.7 GFL Meeting Room Request Form 2022.pdf: screenshot of the request form web page of the Guilford Free Library 4.2.7 GFL Artist Exhibit Form 2022.pdf : screenshot of the inquiry form web page of the Guilford Free Library 4.2.7 GFD Parks & Rec Use Permits 2022.pdf: screenshot of the permitting/use forms web page of the Parks and Recreation Department 4.2.10 GFL Program Report FY 2021-2022.xlsx: Report on events offered at the Library from June 2021 to present 4.2.10 GFL Adult Programs April 2020-March 2022.pdf: Cultural and artistic program of the library from April 2020 to March 2022 4.2.10 GFL Adult Programs October 2019-March 2020.pdf: Cultural and artistic program of the library from Oct 2019 to March 2020 4.2.10 Guilford events Vol 11 Q1 2022.pdf: Quaterly magazine distributed to all Guilford's residents. See pages 16 and 17 for library programs

**Partners:** 4.2.1: Establish a Poet Laureate: None. 4.2.2: Include arts and culture in publicly available municipal marketing: None 4.2.7: Streamline permitting system for events, performances, etc. in public spaces: None 4.2.10: Support arts and cultural activities offered at your local library(ies). None.

## 5. Dynamic and Resilient Planning

## 5.2 Adapt Permitting Process to Promote Sustainable Development

10 Points

**Approved Information:** 5.2.1 Sustainability Checklists (5 points), updated 4/30/19 5.2.4 Create a Development Review Manual (5 points), updated 8/26/19

### Supporting Documentation:

PDF: [5.2.1: SUSTAINABILITY CHECKLIST](#)

PDF: [5.2.3: PROCESS FOR PRE-APPLICATION REVIEW](#)

PDF: [5.2.4: DEVELOPMENT REVIEW MANUAL](#)

PDF: [5.2.4: SCREENSHOT OF MANUAL LINK ON TOWN WEBSITE](#)

PDF: [5.2.3 2022 LETTER PRELIMINARY DEVELOPMENT PROJECT REVIEW PROCESS .PDF](#)

PDF: [5.2.4 CERTIFICATION OF DEVELOPMENT REVIEW MANUAL BY TOWN PLANNER 2022.PDF](#)

**Documentation Details:** 5.2.4 - - Development Review Manual, screenshot to show where Development Review Manual is made available online, and letter from Town Planner verifying that Development Review Manual is current and applicable in 2019.

**Partners:** none

---

## 5.3 Develop Agriculture-Friendly Practices

10 Points

**Approved Information:** 5.3.1 Agricultural Friendly Practices (5 points), updated 3/21/22 5.3.2 Agricultural use of municipal land (5 points), updated 3/21/22

### Supporting Documentation:

PDF: [5.3.1 RIGHT TO FARM ORDINANCE.PDF](#)

PDF: [5.3.1: RIGHT TO FARM AFFIRMATION BY FIRST SELECTMAN 2022](#)

PDF: [5.3.1 GUILFORD AGRICULTURAL COMMISSION](#)

PDF: [5.3.2. NORTHERN HEIGHTS GRAZING LICENSE AGREEMENT.](#)

PDF: [5.3.1 CERTIFICATION OF GUILFORD AGRICULTURAL COMMISSION AND THE TOWN OF GUILFORD RIGHT TO FARM BY TOWN PLANNER 2022.PDF](#)

PDF: [5.3.2. ROLLING CREDIT. HAY LICENSING. BID #5-2122.](#)

PDF: [5.3.1 LAND USE HANDBOOK REVIEW BY TOWN PLANNER.PDF](#)

**Partners:** none

## 5.5 Inventory and Assess Historic Resources

20 Points

**Approved Information:** 5.5.2 Inventory and Assess Historic Resources. - Worksheet. (10 points) 5.5.3. Inventory and Assess Historic Resources - Educational Program for Owners of Historic Homes. (5 points) 5.5.4 Achieve Local Government Status. (5 points)

### Supporting Documentation:

PDF: [5.5.2. WORKSHEET: HISTORIC ASSESSMENT](#)

PDF: [5.5.4. LOCAL GOVERNMENT STATUS LETTER.](#)

PDF: [5.5.3. EDUCATION PROGRAM FOR HISTORIC HOME OWNERS](#)

**Documentation Details:** 5.5.2. Introductory notes included with the attachment.

**Partners:** 5.5.2. Guilford Preservation Alliance and Town Historian provided the history and early assessment of the structure. 5.5.3. Guilford Preservation Alliance, Town Historian, and Guilford Free Library (Guilford Room.)

---

## 5.6 Streamline Solar Permitting for Small Solar Installations

20 Points

**Approved Information:** 5.6.2 Achieve SolSmart Designation (20 points)

### Supporting Documentation:

WORD: [5.6 GUILFORD SOLSMART DESIGNATION 2021.DOCX](#)

EXCEL: [5.6 SOLSMART CREDITS.XLSX](#)

**Documentation Details:** See link to credit summary in the doc. Credits are detailed in the xlsx.

**Partners:** None

---

## 6. Clean and Diverse Transportation Systems and Choices

## 6.1 Implement Complete Streets

10 Points

**Approved Information:** 6.1.1 Build a Complete Streets Team (5 points) 6.1.2 Attend a Complete Streets Training (5 points)

### Supporting Documentation:

PDF: [6.1.1. MINUTES OF BOARD OF SELECTMAN MEETING ESTABLISHING MOBILITY TASK FORCE.](#)

PDF: [6.1.3 GUILFORD SAFE STREETS MOBILITY PLAN.PDF](#)

PDF: [6.1.1 SAFE STREET TASK FORCE MEETING MINUTES 3/10/22 \(NEW DOCUMENT\)](#)

PDF: [6.1.1. COMPLETE STREETS DEMONSTRATION PROJECT 6/11/21](#)

PDF: [6.1.1 NOTICE OF PUBLIC MEETING 4/28/2021](#)

WORD: [6.1.3. WORKSHEET](#)

PDF: [6.1.1. GUILFORD SAFE STREETS TASK FORCE. \(MEMBERS\)](#)

PDF: [6.1.2. COMPLETE STREETS TRAINING.](#)

PDF: [6.1.3. BOS MEETING; GUILFORD SAFE STREETS REPORT.](#)

**Documentation Details:** 6.1.1. Minutes of Board of Selectman Meeting establishing Mobility Task Force. (see pg. 9) 6.1.2. Complete Streets Training. Jim Bussman, Guilford Safe Streets Task Force member, completed League Cycling Instructor training held by The League Of American Bicyclists. 6.1.3. BOS Meeting 3/07/22. See pages 3 & 4 for Guilford Safe Streets Task Force report to BOS & public.

**Partners:** None

**Additional Information:** 6.1.2. Complete Streets Training. Member of Guilford Safe Streets Task Force, Jim Bussmann, achieved certification as a League Cycling Instructor, with The League Of American Bicyclists. Watch for bicycle training events this summer in Guilford. jrbussjb@gmail.com. 203.623.0000.

## 6.2 Promote Effective Parking Management

15 Points

**Approved Information:** 6.2.2.a: Promote Effective Parking Management (15 points)

### Supporting Documentation:

PDF: [6.2.2 APPLICABLE MOUS BETWEEN MULTIPLE PARTIES](#)

PDF: [6.2.2.A. PEDESTRIAN ACCESS EASEMENT AGREEMENT](#)

PDF: [6.2.2 PARKING LOT AGREEMENT - ST. GEORGE'S CHURCH](#)

PDF: [6.2.2. PARKING AGREEMENT BREAKWATER BOOKS](#)

PDF: [6.2.2. PARKING AGREEMENT VILLAGE CHOCOLATIER](#)

PDF: [6.2.2. PARKING AGREEMENT TRACY BRENT](#)

PDF: [6.2.2. PARKING AGREEMENT FLUTTERBY](#)

PDF: [6.2.2. PARKING AGREEMENT EDWARD JONES](#)

PDF: [6.2.2. PARKING AGREEMENT MARKETPLACE](#)

**Partners:** The Town of Guilford, elected leaders and staff, worked closely with Town merchants and St. George's Church. Complete write up in "Additional Information."



**Additional Information:** 6.2.2 Non-Regulatory Parking Management Strategies (15 points), updated 8/26/19

Guilford's Economic Development Commission has been actively engaged in implementing non-regulatory parking management strategies over the past several years - specifically focusing on shared parking around the Historic Green. Several years ago, the town responded to the need for more parking to support retail, restaurant, and other small businesses in the historic Town Center. There has been a long-standing concern that creative solutions must be found for the parking problem in order to avoid paving more surface area for both aesthetic and ecological reasons. The first response was a Town government initiated, series of planning meetings between the Town and all of adjacent property owners to collaborate on redesign of the existing parking lot for shops along the main retail street and around a disorganized parking area. The land hosting the existing parking areas was owned by multiple landowners, including the Town, with little coordination. Lack of coordination resulted in maintenance issues, including regular flooding, poor lighting for safety, trash issues, and inefficient use of the space. The Town developed a formula for equitable sharing of the capital and service costs (electricity, trash collecting, cleaning, etc.) and in most of the owners saw lower costs from central services plus capital costs were reduced by maximum use of the capabilities of the public works department staff and equipment plus financing discounts. After several years of Town efforts to convince stakeholders that everyone would benefit from collaboration, an agreement was reached to create a unified parking area including central, fenced in dumpsters, sidewalks, improved lighting and storm water management. The project was so successful that that, in spite of additional parking spaces, the lot quickly became filled out, including at night for use by the restaurants. A second phase of the parking project was launched in 2018. Specifically, the Economic Development Commission sought the use of some of St George Church's large parking area to support the redeployment of some 125 employees from local businesses thereby freeing up spaces for shoppers. The Church's parking lot is often underutilized and it is conveniently situated in close proximity to the town's central hub. In 2018, after engaging the town attorney, the town entered into a tentative agreement with St George's for additional parking spaces with no notable costs to the town. Moreover, the town is also assessing the use of a sidewalk to better connect the St George's parking lot with local merchants. Additional details:

- In 2015, the Town received a Small-Town Economic Assistance Program (STEAP) grant (\$ 452,000) from the State of CT to improve the community. This was a private-public partnership that included five different property owners, including Dee Jacobs, Frank & Wendy Ifkovic, Gil Lombard, Todd Taylor and the Town.
- Most communities face parking challenges, and Guilford is no different. The Town wanted to work in collaboration to provide improvements to a key and centralized merchant area, noting that all of these businesses are situated in the heart of the community. Moreover, the Town, property owners and merchants wanted to maintain and enhance the vitality of the small businesses in our community and specifically in the center of the Town. The goal, therefore, was to improve the principal merchant area (retailers, restaurants, service providers) near the Town green. Meetings were held with property owners and the merchants and a town engineer designed parking and associated space behind the merchant shops that would create a more attractive and equitable design. For example, a want to include sidewalks, lights, plantings, handicap spaces, and an added fire lane. Also trash receptacles were enclosed to further increase the area's appeal.
- Town invested 10% of total cost in in-kind services, such as design and project oversight.
- Resulted in the loss of 8-10 parking spaces.
- Town subsequently sought to remedy this challenge and identified more spaces were needed (Whitfield to Water St).
- Economic Development Commission members talked to several businesses to quantify the number of employees and parking spaces resulting in an outcome that highlighted some 120 employees and about 240 parking spaces. Clearly half of the available parking capacity was taken by employees of the merchants, leaving the remainder to shoppers and guests. Consequently, the outcome resulted in an impediment to economic growth, particularly among the small businesses in the area and further inhibited economic vitality and community engagement.
- In 2018, the Town approached St George's parish, which has a very large parking area that is generally underutilized and is adjacent to the merchant area.
- Meetings were held with St George's Parish Council and the Hartford Diocese was further engaged.
- Economic Development Commission continued dialogue and/or meetings with businesses about plans to remediate parking congestion.
- MOU was drafted between the Town and St George's Parish. Beyond the Church agreement, there are also sub-license agreements with merchants in which the Town is assigning rights to some 25 merchants in support of this undertaking.
- Additionally, an easement agreement with Mr. Todd Taylor, a key property owner, for a (~ 43' x 5') sidewalk connecting the merchant area with the Church property was also crafted.
- Merchant parking tags (1-100) have been developed in concert with business owners for employee use. In summary, the key documents supporting this potential equity submittal include: 1) License Agreement with the Town & St George's Parish. The Parish has been very supportive and recognizes the benefits to the community and the merchants. The Parish also recognizes many parish members also use the merchant lot, as they, too, seek to visit the merchants before or after service and other events sponsored by the Parish. 2) Sub-License Agreement Between the Town and the Merchants. This agreement outlines the rules of engagement between the

Town and the merchants. Each participating merchant will sign the Agreement and be provided with parking tags for their employees. 3) Sidewalk Easement Agreement. This agreement is between the Town and the key property owner, Todd Taylor of Whitfield-Water Shoppes, LLC. The agreement allows the Town to construct a sidewalk on private property, and the property owner assumes all responsibility for ongoing maintenance while assuring continued use by the public and merchant employees. Note: These agreements are now in final stage and copies have been secured. All took considerable time to craft, edit and bring to a final draft stage. There was significant collaboration and communications throughout the process between Town officials, Town employees, Commission members, Property Owners, Merchants and their employees and, of course, St George's Parish (Priest, Parish Council, Legal Council and Diocesan office). The agreements were just received in draft form on 8/13/19 and all have been approved conceptually.

## 7. Renewable and Efficient Energy Infrastructure and Operations

---

### 7.9 Participate in and Promote the C-PACE Program

5 Points

**Approved Information:** 2.6.3 C-PACE (5 points), updated 3/1/2022. In the past three years, one business in Guilford has participated in the C-PACE program. Confirmation and documentation provided by the CT Green Bank is uploaded along with a photo of the business and solar installation.

**Supporting Documentation:**

PDF: [2.6.1: MINUTES OF BOARD OF SELECTMAN MEETING FOR CSPACE](#)

PDF: [2.6.1: NOTICE OF TOWN MEETING FOR CSPACE](#)

PDF: [2.6.1: GUILFORD'S CSPACE MUNICIPAL AGREEMENT FULLY EXECUTED](#)

PDF: [2.6.1: SCREENSHOT OF CSPACE LINK ON TOWN WEBSITE](#)

PDF: [2.6.3: GUILFORD C-PACE PARTICIPANTS](#)

PDF: [2.6.3 PHOTO OF PALUMBO'S AUTOMOTIVE SOLAR INSTALLATION](#)

**Partners:** CT Green Bank administers the C-PACE program and collaborates with Town of Guilford.

## 7.7 Implement a Community Energy Campaign

15 Points

**Approved Information:** 7.7.1 Implement a Community Energy Campaign (15 points), updated 3/12/2022

### Supporting Documentation:

PDF: [7.7 HEAT SMART INFORMATION FOR BOS & BOS MEETING MINUTES WITH APPROVAL](#)

PDF: [7.7 HEATSMART PROGRAM OUTCOMES](#)

PDF: [7.7 HEATSMART EDUCATION SESSIONS](#)

PDF: [7.7 HEATSMART LAUNCH PRESS RELEASE](#)

PDF: [7.7 HEATSMART LETTER TO RESIDENTS](#)

PDF: [7.7 HEATSMART WEBSITE](#)

**Partners:** HeatSmart Guilford was a partnership between PACE and Town of Guilford. A letter of intent and MoU was signed in the co-development of the program. PACE was an outstanding partner to Guilford. A MoU was also established between PACE, Town of Guilford, and the selected HES and heat pump contractors.

**Additional Information:** 1. Description of your campaign's target audience and goal: The goal of our energy campaign was to raise the awareness of and the number of participants in the Home Energy Solutions program and to increase the number of heat pumps installed in Guilford homes. The target audience of our community energy campaign was Guilford homeowners, with a focus on low and middle-income residents and those who have fuel oil, propane, and electric resistance heating systems. 2. Campaign steps and activities: In July 2021, with the endorsement of the Guilford Board of Selectman and Sustainable Guilford Task Force, Guilford partnered with People's Action for Clean Energy (PACE) to launch the HeatSmart Guilford initiative. HeatSmart is an education and outreach program to help residents save energy, save money, and improve the comfort of their homes by taking advantage of utility incentive programs for home energy audit services and the installation of heat pumps. Prior to launch, a detailed application was prepared for PACE, contractors were interviewed and six contractors pre-qualified for the Home Energy Solutions audits and heat pump installations, funding secured, and a marketing plan was developed. Between July 2021 and December 2022, several marketing events and activities happened including the launch of a website, educational sessions held in conjunction with Guilford Parks and Recreation, postcards and flyers, tabling events, Guilford Courier advertisements and press releases, social media posts, and direct mailing to approximately 4,000 households. Throughout the six-month campaign, Guilford residents had access to with access to information, home energy audits, heat pump coaching from experts and fellow residents, and pre-qualified contractors. The campaign officially ended in December 2021, and the committee reported outcomes to the Sustainable Guilford Task Force and Board of Selectman in February and March 2022. More than 150 Guilford residents participated in the program and lessons learned laid further groundwork for future energy planning and climate action in Guilford. c. Events & Engagement: There were multiple events and engagement activities during the HeatSmart initiative, including: Board of Selectman meetings, Guilford Police Nights Out, Guilford Citizens Parade, weekend tabling on the Green, two educational sessions held in conjunction with Guilford Parks and Recreation, one educational session held with Shoreline Institute for Lifelong Learning Institute, and many one-on-one coaching sessions between members of the HeatSmart sub-committee and Guilford residents.

## 8. Inclusive Engagement, Communication and Education

---

### 8.1 Hold a Sustainability Event

5 Points

**Approved Information:** 8.1 Hold a Sustainability Event. (5 points)

**Supporting Documentation:**

EXCEL: [8.1. WORKSHEET](#)

PDF: [8.1. HAZWASTE GUILFORD](#)

**Partners:** 8.1.1. Town of Guilford in partnership with the Regional Water Authority, held a successful event.

## 9. Strategic Materials Management

---

### 9.3 Recycle Additional Materials

10 Points

**Approved Information:** 9.3.1. Recycle Additional Materials (10 points)

**Supporting Documentation:**

PDF: [9.3.1. TAKE2 TOWN COLLECTION COMPARISONS](#)

PDF: [9.3.1. TAKE2 PROGRAM AT GUILFORD TRANSFER STATION](#)

**Documentation Details:** 9.3.1. Take2 Program at Guilford Transfer Station. This document includes contract and Take2 information.

**Partners:** 9.3.1. (recycle additional materials.) Guilford partners with Town of Madison for our Transfer Station and recycling initiatives.

**Additional Information:** 9.3.1. Guilford Transfer Station's program with Take2 is one of the highest in amounts collected in the state. (Note: Our contract with Take2 is currently in process of renewal, but services are ongoing and will continue.) Not all items taken appear on the flyer. For example batteries, light bulbs and all items with plugs are collected. Flyer includes Take2 website for more information. Flyers are distributed at Town Hall and the library.

## 10. Optimal Health and Wellness Opportunities

---

### 10.3 Improve Air Quality in Public Spaces

25 Points

**Approved Information:** 7.10.2: Smoking and Tobacco Use Reduction Campaign (10 points), updated 8/20/19  
7.10.3: Smoking Policy (15 points), updated 4/30/19

**Supporting Documentation:**

PDF: [10.3.2 SCREENSHOT OF GUILFORD DAY SMOKING CAMPAIGN.PDF](#)

PDF: [10.3.2 ORDINANCE PROHIBITING SMOKING.PDF](#)

PDF: [10.3.2 CYFS MINUTES DESCRIBING ANTI-SMOKING CAMPAIGNS MAY 2019](#)

PDF: [10.3.2 PHOTO FROM LAKE QUONNIPAUG NO SMOKING.PDF](#)

PDF: [10.3.2 CYFS MINUTES DESCRIBING ANTI-VAPING CAMPAIGN](#)

**Partners:** none

---

## 11. Healthy, Efficient and Diverse Housing

## 11.2 Grow Sustainable and Affordable Housing Options

10 Points

**Approved Information:** 11.2.3 Grow Sustainable and Affordable Housing Options: Commit Funding (10 points), Updated 3/19/22

### Supporting Documentation:

PDF: [11.2.3 NOTICE OF TOWN MEETING FOR WOODRUFF AFFORDABLE HOUSING](#)

PDF: [11.2.3 COURIER ARTICLE COVERING GUILFORD APPROVAL OF WOODRUFF PROPERTY DONATION](#)

PDF: [11.2.3 NOTICE OF PUBLIC HEARING OF AFFORDABLE HOUSING TAX INCENTIVE ORDINANCE](#)

PDF: [11.2.3 BOARD OF SELECTMAN MINUTES APPROVING AFFORDABLE HOUSING TAX ORDINANCE](#)

**Documentation Details:** Documents show public meeting notices and results of public meetings showing approval of Woodruff Property donation for affordable housing development and Affordable Housing Tax Ordinance.

**Partners:** 11.2.3 NeighborWorks New Horizons is a not-for-profit organization that develops and operates affordable housing in Guilford and will pursue creation of affordable housing on the Woodruff Property moving forward.

**Additional Information:** The Town of Guilford donated land valued at \$289,000 and in-kind services to a not-for-profit NeighborWorks New Horizons to create 16 affordable housing units. This donation was approved at Public Meeting held February 11, 2020. In addition, the Town of Guilford approved the Affordable Housing Tax Incentive Ordinance at a Board of Selectman meeting held February 7, 2022.

## 11.3 Implement Policy for Sustainable, Diverse Housing Options

40 Points

**Approved Information:** 11.3.3 Implement Policy for Sustainable, Diverse Housing Options: Alternative Living Arrangements (20 points), Updated 3/19/22 11.3.4 Implement Policy for Sustainable, Diverse Housing Options: Density Bonus (20 points), Updated 3/19/22

### Supporting Documentation:

PDF: [11.3 GUILFORD ZONING CHAPTER 273](#)

**Documentation Details:** Sections pertaining to this action are highlighted in the Zoning Chapter in blue.

**Partners:** None

**Additional Information:** Guilford Zoning regulations define FAMILY as "one or more persons related by blood, adoption, or marriage living and cooking together as a single housekeeping unit, OR a number of persons living and cooking together as a single housekeeping unit though not related by blood, adoption, or marriage." This allows for non-traditional families, cooperative housing, and groups. Guilford further allows ROOMS-TO-LET which is defined as "the letting of rooms in a dwelling in which lodging facilities are supplied for hire over an extended period of time, which facilities do not include the provision of cooking facilities for such rooms but may include table board or sharing of cooking facilities of the dwelling." Rooms to let are allowed in all residential zones subject to the requirements in zoning code 273-22B(1-6) Guilford's Zoning Planned Residential District regulations allow reduced minimum acreage requirements and increased number of bedrooms for developments with affordable housing units. They also allow additional lots for providing affordable housing in open space conservation subdivisions. Also, in accordance with CGS Chapter 126a Section 8-30g, Guilford defines affordable housing and allows affordable housing in densities in excess of what is otherwise allowed. Please reference highlighted regulations.

## 12. Effective, Compassionate Homelessness Prevention

---

### 12.4 Provide or Mobilize Resources to Address Homelessness

10 Points

**Approved Information:** 12.4.1. Provide or Mobilize Resources to Address Homelessness (10 points.)

**Supporting Documentation:**

WORD: [12.4.1. NEW ACTION CREDIT. WORKSHEET - GUILFORD. 2/14/22](#)

PDF: [12.4.1 NEW ACTION CREDIT GUILFORD PUBLIC SERVICES AWARD LETTER. 10/7/19](#)

PDF: [12.4.1. NEW ACTION CREDIT. GUILFORD PUBLIC SERVICES AWARD LETTER 12/23/20](#)

**Partners:** 12.4.1. Resources to address homelessness. Guilford is involved with Housing Diversion Initiative & Funding through the Federal Housing Community Community Block Grant. Kelly Fitzgerald, United Way, is our program manager.