

# Town of Marlborough

**Board of Selectmen**  
Deb Bourbeau, Chairman  
Joseph Asklar  
John Rizza  
Betty O'Brien  
Louise Concodello

**Town Manager**  
David R. Porter



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## **BOARD OF SELECTMEN MEETING**

### **Minutes**

**Tuesday, February 6, 2024**

**Town Hall**

**7:00 p.m.**

### **1) Call to Order**

Deb Bourbeau called the meeting to order at 7:00 pm.

Present were Deb Bourbeau, Joe Asklar, John Rizza, Betty O'Brien, Louise Concodello and Davie Porter-Town Manager.

### **2) Acceptance of Minutes**

#### **a) January 16, 2024, Special Meeting**

**Ms. Concodello motioned to accept. Mr. Asklar seconded. All in favor and motion carried.**

#### **January 16, 2024, Regular Meeting**

**Mr. Rizza motioned to accept. Mr. Asklar seconded. All in favor and motion carried.**

### **3) Additions to the Agenda**

None

### **4) Public Comments**

Alan Miller 205 No Main St. – He reported he submitted an article to the *Rivereast* about the sidewalks. Mr. Miller again voiced his desire to have the town take care of the snow removal on the sidewalks.

### **5) New Business**

#### **a) NAGE Contract Extension**

Mr. Porter addressed the public works union agreement. Both sides agreed to do a one-year contract extension with a 3% increase of the existing agreement since it has been under negotiation for so long.

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**b) Community Text Messaging Platform**

Mr. Porter presented the text messaging platform. He provided information on the use of this system. Mr. Porter feels this would be well received by the town. The quote is \$4,200 per year with no increase in year two. Primary administrators would be Simone Lesci and David Porter with the possibility of Lauren Griffin being added in the future.

**Mr. Asklar motioned to accept the two-year contract to acquire the software. Ms. O'Brien seconded. All in favor and motion carried.**

**c) Employee Resignations / New Hires**

Ms. Bourbeau reported we have one resignation effective March 28, 2024, Ray Steadward-Building Inspector.

**Ms. Bourbeau motioned to accept Mr. Steadward's resignation. Mr. Asklar seconded. All in favor and motion carried.**

Mr. Asklar asked about replacement plans for Mr. Steadward. Mr. Porter advised Bill Hayes to fill in on a temporary basis until Mr. Porter meets with members of CCROG to evaluate the possibility of regionalizing this position. Mr. Asklar feels Mr. Hayes is a good choice and we are lucky to have him.

Ms. Bourbeau noted there is an applicant for the Zoning Commission alternate, Christopher Wherry.

**Ms. Concodello motioned to appoint Mr. Wherry as Zoning Alternate. Ms. Bourbeau seconded. All in favor and motion carried.**

**Mr. Bourbeau motioned the BOS review and accept 16 of the 21 candidates.** Mr. Porter asked we vote separately for Joseph Asklar III as his appointment may be a conflict of interest. **Ms. Concodello seconded.**

Separate discussion on the Cemetery Committee member terms. Ms. Bourbeau recommends Kristine Hudock be assigned a six-year term. Ms. O'Brien noted she feels a six-year term is excessive and it should be two- and four-year terms. Mr. Porter advised an ordinance change would be needed to adjust member terms.

**Ms. Bourbeau motioned to approve 16 reappointments. All in favor and motion carried.**

- Mark Paul – EDC
- Leonard Kaplan – EDC
- Kim Irizarry - P&R
- Sarah Stock – P&R

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- Barbara Lazzari – P&R
- Dave LeJeune – P&R
- Dan Dupre – LAC
- Williams Evens – LAC
- Jane Boston – LAC
- Cheryl Morgan – LAC
- Ben Levin – WPCA
- Charles Denler – WPCA
- Anthony Bratz – WPCA
- Russell Johnson – NT&S
- Anna Holden – NT&S
- Coleen Kaplan - COA

**Ms. Bourbeau motioned to re-appoint Joseph Asklar III to LAC. Ms. Concodello seconded. Mr. Asklar abstained. Ms. O'Brien, Ms. Bourbeau, Ms. Concondello, and Mr. Rizza voted to accept. With four members voting yes, and one abstention motion was carried.**

Mr. Asklar asked what can be done with commission members that do not attend meetings. Ms. Bourbeau advised this is covered in the new charter. Ms. Bourbeau recommended commission member attendance be on the agenda in the future.

## **6) Unfinished Business**

### **a) CT Green Bank Solar Project**

Mr. Porter reported on the project. He advised we can install a smaller solar installation which town buildings would benefit from. Mr. Porter has reached out for a second estimate for comparison. CT Green Bank pricing is in line with other vendors. He feels the site could be on Wilhenger Dr behind the elementary school as it would be less visible. The annual payment the town could expect drops to \$12,000 to \$10,000 because Preston dropped out. Mr. Porter has asked CT Green Bank to review the numbers and come back to the town.

Mr. Porter reported on the HVAC system. Original gas units are unavailable. The gas unit that is available will not fit in the ceiling and the HVAC company recommends electric heat pumps. He will add this to a future agenda for BOS vote. Mr. Porter believes the contractor will honor the original price and would like to investigate further before presenting this to the BOS.

## **6) Town Manager Updates – David Porter**

- Last week he attended CIRMA conference and provided a brief report to the BOS.
- Auditors were onsite last Thursday and they may be returning in two weeks. Auditors will receive everything they need within the next two weeks.

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- Upgraded quote on network wiring to CAT6 was received and the cost is significant. He is obtaining two more quotes. If the price is cost prohibitive, we will not make a change at this time.

## 7) Selectmen Updates

- Ms. Bourbeau is pleased to report she and Amy Traversa have completed three-year town report.
- Ms. Bourbeau reported on a letter she received from Bebe Dudley regarding property left to her family by her late mother, Clara Saglio, on West Road. She responded to Ms. Dudley this would be taken into consideration. Ms. Bourbeau and Mr. Porter have discussed and do not feel it would benefit the town.

**Mr. Bourbeau motioned to advise Ms. Dudley the town is not interested in the property. Ms. O'Brien seconded. All in favor and motion carried.**

- Evaluation form for the Town Manager has been completed. Ms. Bourbeau provided copies to BOS members. She reviewed the instructions of the evaluation. Mr. Bourbeau would like them completed by February 9, 2024, noon. BOS presents to the BOF on February 21, 2024. BOS will meet to review the evaluation on Thursday, February 15, 2024, at 3 pm in executive session. Thursday, February 22, 2024, at 4 pm is scheduled to review the evaluation with Mr. Porter.
- Ms. Bourbeau reviewed dates for meetings through April. She will email the dates, topics and locations to BOS members.
- Ms. Bourbeau would like Mr. Porter to have update of SRO payments from the school to present at the next meeting.
- Ms. Bourbeau will put on a future agenda who enforces ordinances, possible changes to them and create an appeals board.
- Ms. Bourbeau reported Marlborough Art Center raised \$3,000 from tag sale.

## 9) Department Reports

### a) Budget / Financial

- Ms. Bourbeau has questions on the MUNIS report. She would like Mr. Porter to investigate on Page 10 - fire department custodial line item. He responded there was a typo in budget, it should have been \$2,000 not \$200.
- Ms. Bourbeau on Page 11 - under public safety operations; why is this 279% over budget. Mr. Porter will investigate and report back.

### b) Building Permit Refunds / Activity Report

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## **10) Correspondence**

- Ms. Bourbeau presented letters from Comcast and Eversource regarding their operations centers.
- A resident on Walker Lane stopped in and told Lauren Griffin they were very impressed with the work done on the two bridges.
- Monthly state police report.

## **11) Public Comments**

Alan Miller 205 No Main – He would like someone to locate a woman who is walking in dark clothes against the traffic in the road instead of using the sidewalk.

## **12) Adjournment**

With no further business, Ms. Bourbeau adjourned the meeting at 8:27 pm.

Respectfully submitted,

Tracy Monterville  
Board Clerk