

Town of Marlborough

Board of Selectmen
Deb Bourbeau, Chair
Gregory Lowrey
Joseph Asklar
Betty O'Brien



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BOARD OF SELECTMEN MEETING MINUTES TUESDAY, APRIL 4, 2023 TOWN HALL 7:00 p.m.

1) Call to Order

Chair Deb Bourbeau called the meeting to order at 7:00 p.m.

Present were Deb Bourbeau, Greg Lowrey, Joseph Asklar and Amy Traversa-Interim Town Manager

Mr. Asklar notified the board he must leave at 7:30 pm. The board agreed that any remaining business when Mr. Asklar left would be handled at the next board meeting.

2) Acceptance of Minutes

- a) March 16, 2023 Town Meeting
- b) March 21, 2023 Regular Meeting

Mr. Lowrey motioned to approve March 16, 2023 Town Meeting minutes and March 21, 2023 Regular Meeting minutes. Ms. O'Brien noted a correction to the March 21 minutes. Page 2 item b second paragraph and page 4 Correspondence correct 'Mark Hall' to 'Mark Paul'. Mr. Asklar seconded the motion. All in favor and minutes accepted with noted correction.

2) Additions to the Agenda

Ms. Bourbeau wished to add under New Business item 5.d) Initial Discussion of 457 Plan Adoption Agreement. She also asked to move items 6.c) and d) before 6.a) and b) due to time constraints.

Mr. Lowrey motioned to accept the agenda addition and change as discussed. Ms. O'Brien seconded. All in favor. Motion carried.

4) Public Comments

None

5) New Business

a) Employee Resignations / New Hires

Amy Traversa reported Amanda Klar, Finance Director, has resigned effective March 30, 2023,.

b) Boards & Commissions: Resignations / Appointments/ Applications

Ms. O'Brien nominated Mark Paul for the open alternate seat on Planning Commission. Mr. Lowrey seconded. All in favor and motion carried.

Ms. O'Brien nominated Bob Hamilton for the open alternate seat on Conservation Commission.

The BOS, with Mr. Hamilton's approval, amended his application to add Conservation Commission. Mr. Hamilton introduced himself to the BOS and provided background on his qualifications. Mr. Lowrey seconded. All in favor and motion carried.

Ms. Bourbeau addressed a membership application agreement presented in a BOF meeting which was sent to each board/commission regarding member attendance. This agreement needs to be reviewed and approved by the BOS. No action will be taken until further discussion at the next BOS meeting.

c) Change to Employee Vacation Rules and Procedures

Ms. Traversa sent the proposed language to BOS. Automated rules must be input to the new outsourced payroll system for the program to properly track employee vacation. Ms. Traversa explained the situation and reported union representatives have no issue with the recommended vacation rollover policy/language.

Mr. Lowrey motioned to authorize Ms. Traversa, Interim Town Manager, to proceed as discussed. Mr. Asklar seconded. Motion carried.

d) Initial Discussion of 457 Plan Adoption Agreement

Ms. Traversa reviewed the issue of MERSA Plan versus current 457 Plan. Ms. Traversa suggested doing an RFP after the town budget is completed as Metlife does not provide good service. She highlighted several sections in the current plan and adoption agreement that should be addressed. BOS will review and respond.

6) Unfinished Business

a) Solar Project Tax Stabilization Agreement

Peter Hughes joined the meeting and reviewed the changes to the agreement. It is agreed that rather than using a specific year the tax will be on the grand list following the year it is adopted.

Mr. Lowrey motioned to have Amy Traversa, Interim Town manager to sign the Solar Project Tax Stabilization Agreement. Ms. O'Brien seconded. All in favor and motion carried.

b) Lake Water Quality

Mr. Hughes reported on the condition of the lake. Landtech was contacted and respond in January, Mr. Hughes read the response to the BOS. Testing was done the week of March 27, 2023.

Tom Ryder is reviewing the test results received March 30, 2023. Mr.'s Ryder and Hughes are meeting April 5, 2023. DEEP will also be testing the lake.

c) Town Manager Search Process Update
Tabled

d) Website Update
Tabled

7) Interim Town Manager Updates – Amy Traversa
Tabled

8) Selectmen Updates
Tabled

9) Department Reports

a) Budget/Financial
Tabled

b) Tax Refunds

Mr. Lowrey motioned to approve tax refunds as presented by Barbara Murray, Tax Collector. Mr. Asklar seconded. All in favor and motion carried.

c) Building Permit Refunds / Activity Report
Tabled

10) Correspondence
Tabled

11) Public Comments
Tabled

12) Adjournment

Mr. Asklar needed to leave at which time Ms. Bourbeau adjourned the meeting at 7:42 pm.

Respectfully submitted,

Tracy Monterville
Board Clerk

Marlborough Board of Selectmen

Minutes are considered 'DRAFT MINUTES' until approved at the next meeting.