

Town of Marlborough

Board of Selectmen
Deb Bourbeau, Chairman

Amy Traversa
Joseph Asklar
Gregory Lowrey
Betty O'Brien

Town Manager
David Porter



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SPECIAL BOARD OF SELECTMEN MEETING

Minutes

Tuesday, August 8, 2023

TOWN HALL

6:00 p.m.

1) Call to Order

Deb Bourbeau called the meeting to order at 6:02 pm.

Ms. Bourbeau notified all in attendance Selectperson Amy Traversa has rejoined the BOS as a full voting member and introduced the new Town Manager, David Porter.

Present were Deb Bourbeau, Betty O'Brien, Amy Traversa, Joe Asklar, Greg Lowrey via ZOOM and David Porter-Town Manager.

2) Acceptance of Minutes

a) July 18, 2023 Regular Meeting

Ms. O'Brien motioned to accept minutes as presented. Mr. Asklar seconded. Ms. Traversa abstained. All other members in agreement and motion carried.

3) Public Comments - none

4) New Business

a) Employee Resignations / New Hires

Ms. Bourbeau notified the BOS the Town Finance Director/Consultant, Amaechi Obi has left.

b) Boards & Commissions: Resignations / Appointments/ Reappointments/ Applications

Wes Skorski resigned from BOE, it will be discussed further at the next meeting. Communication will be shared from Town Clerk and Town Attorney how this replacement will be handled.

c) All Boards Meeting Monday, August 28th 7:00 p.m. Senior Center

Ms. Bourbeau notified those in attendance about this meeting.

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- d) Marlborough Sustainable Team Presentation – Equity Toolkit
Peter Hughes provided a synopsis of the Sustainable CT program. He introduced Peggy Golfin and Karen Wilkinson. Ms. Golfin reviewed the process the committee has gone through. Food insecurity is a larger issue than was originally realized. Equitable food system is the topic they chose to focus on. Ms. Golfin will share survey documents.

Mr. Asklar asked what costs would be incurred by the town and Ms. Golfin responded. Assessment would need to be done at a cost of \$20,000 - \$30,000.

Mr. Miller asked about where seniors could receive assistance. Ms. Traversa noted there was a projected budget line item for a part time social worker. He further feels there needs to be better communication within the town of available resources.

Mr. Asklar asked about the food bank eliminating access to non-Marlborough residents? He was informed we cannot discriminate against non-residents due to funding sources.

Mr. Hughes asked the BOS to endorse the Equity Tool Kit.

Mr. Lowrey motioned to endorse the Equity Tool Kit as presented by Ms. Golfin, Ms. Wilkinson, and their commission. Ms. Traversa seconded. All in favor and motion carried.

- e) 2023 STEAP Application: Blish Park Boat Ramp ADA Reconstruction Project & Authorize Town Manager to Sign Application and Execute All Required Award Documents

Mr. Hughes reviewed the boat launch project. Grant application will be submitted to STEAP. He reviewed costs for the project and the allocation from where these funds will be received.

Ms. O'Brien motioned to accept the Blish Park Boat Ramp ADA Reconstruction Project & Authorize Town Manager to Sign Application and Execute All Required Award Document as presented under the following DRAFT Certification of Resolution:

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Sample Municipal Certification of Resolution – STEAP 2023

I, Lauren A. Griffin, Town Clerk of the Town of Marlborough, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted at a Town Meeting of said municipality at a meeting held August 8, 2023:

“RESOLVED, that Town Manager David R. Porter be, and hereby is, authorized to accept on behalf of the Town of Marlborough, a 2023 Connecticut STEAT Grant in the amount of \$_____ for Blish Memorial Park Boat ADA Reconstruction (projection description); and

FURTHER RSOLVED, that Town Manager David R. Porter is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2023 STEAP GRANT with the State of Connecticut.”

AND I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that David R. Porter is the Town Manager of the town of Marlborough, and has been since August 7, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Marlborough this ____ day of August, 2023.

Signature/Town Clerk

SEAL

Mr. Lowrey seconded. All in favor and motion carried.

5) Unfinished Business - none

6) Selectmen Updates

- Ms. Bourbeau reported Marlborough Day is 8/27/23 11-4 pm.
- Mr. Asklar wanted to know if the fife and drum event is going forward. Ms. Bourbeau responded yes, and all necessary parties, including emergency management, have been informed. It is scheduled for the weekend of 9/17/23.
- Ms. O'Brien would like to know how many people have registered to receive communication from the town website. Ms. Traversa has no idea.

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7) Department Reports

a) Budget/Financial

Ms. Bourbeau reported June MUNIS statements have been received. We are still working on finalizing numbers. Ms. Traversa explained what processes are happening to 'true up' the statements. Mr. Asklar asked if a search had begun to replace Hayley Wagner. Ms. Traversa responded not at this time.

b) Tax Refunds - none

c) Building Permit Refunds / Activity Report - none

8) Correspondence

Ms. Bourbeau reported the state police report has been received.

9) Public Comments - none

10) Adjournment

With no further business Ms. Bourbeau adjourned the meeting at 6:51 pm.

Respectfully submitted,

Tracy Monterville
Board Clerk

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