

# Town of Marlborough

**Board of Selectmen**  
Deb Bourbeau, Chairman  
Joseph Asklar  
Gregory Lowrey  
Betty O'Brien  
Amy Traversa

**Town Manager**  
David R. Porter



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## ALL BOARDS MEETING

### AGENDA

**MONDAY, AUGUST 28, 2023**

**7:00 P.M.**

### SENIOR CENTER

*Minutes are considered "Draft Minutes" until approved at the next meeting.*

#### **1. CALL TO ORDER**

Chair Deb Bourdeau called the meeting to order at 7:01 PM.  
Present were Deb Bourbeau, Joseph Asklar, Betty O'Brien, Amy Traversa, Town Manager David Porter.

#### **2. INTRODUCTION OF NEW TOWN MANAGER**

David Porter was introduced as the new Town Manager.  
The Town Manager search was initiated with a search firm, MRIN, which recommended four candidates. The interviews consisted of 9 committee members for the search and interview.  
Town Manager David Porter introduced himself and shared his public service experience.

Deb Bourdeau thanked attendees and boards.

#### **3. BOARD AND COMMISSION UPDATES**

##### **Board of Selectmen:**

Deb Bourdeau – since October, 2022, the Board of Selectmen was a 4 member board. As of August 7, 2023, the Board returned to 5 members.

Subjects addressed from the Board of Selectmen:

- Litigation, which has been resolved.

- School Resource Officer (SRO), which resulted in a memo of understanding and hired. The SRO will begin Wednesday, August 30, 2023.
- Budget, resulted in a referendum that passed on the first try.
- Search for Town Manager, hired David Porter with an August 7, 2023 start date.
- Boards and Commissions, filled vacancies.
- Finance Director, Still in search of full-time Director. Fiscal Year 2022 should be concluded soon for the audit.
- Payroll, Checkwriters service has been implemented.
- Website, new town website implemented.
- Telecommunications poll, moving forward and remaining within budget.
- HVAC town hall, work is being completed.
- Sustainable CT Project, volunteers working to achieve a bronze rating.
- Solar Project, Undertaken by CT Greenback Solar.
- North Main Sidewalks, completed this summer.
- Infrastructure, work continues. Culverts, bridges, etc. rain storms impacting each area.

### **Board of Education:**

Ruth Kelly, Interim Chair

- Tuesday August 29, 2023 school is opening. New director of operations, John Mercier began July 1, 2023.
- Elevator refurbished and operating.
- Resealed two faces of the school.
- Three external doors in one wing that have been replaced.
- Woodchips have been dumped at each school playground.
- New district website completed.
- Wednesday, introducing Victor Otero, school's new SRO. Town constable.
- Summer 2023 – Teachers have been doing summer work realigning curriculum and assessment methods.

### **Regional Board of Education:**

Susan Stolfi

Mike Morris: Chair

Consists of 11 board members; 4 are from Marlborough.

Board goals:

- Communicating with community in timely manner; internal communication between board members; budgeting worked with superintendent and board members; addressing diverse needs; academics, extracurricular, sports, etc.
- 2.85% increase in budget.

- Focus: updating strategic plan. Policies updating and review. Field repairs for competitive bidding progress.

### **Planning Commission:**

Mark Stankiewicz, Chair

- 5 full time members; 2 alternates
- Review applications for subdivision/resubdivision of land, Plan of Conservation and Development, review and approve municipal improvements.
- Public participation in planning.
- Public hearings on affordable housing.
- Plan of conservation and development

### **Zoning Board of Appeals:**

Alan Miller, Chair

- 2 fulltime members are leaving in November
- Last meeting took place July, 2023.
- Two things ZBA Does: hear any appeals where zoning enforcement officer has not done the job properly and variance hearings.
- Will be proposing: 15 ft from property line (lesser distance than 50 feet)

### **Cemetery Committee:**

Kristine Hudock, Chair

- 5 people on committee

Cemeteries:

Marlboro Cemetery

- Area for cremation and infant burials
- Doors on vault, not weather tight. Doors will be replaced.

Century Cemetery

- Received Neglected Cemeteries grant for \$5,000.
- Removal of dead tree; tree company also raised the canopy – better for stones.

Jones Hollow Cemetery

- Revising problem with existing map. Firm out of Storrs has been hired, ground penetrating radar services. First phase completed. Pin all of that to see what is available for sale.
- Summer, 2023: Individual in town hall developed a spreadsheet for accessible information of burial plots.
- Chris Passera, Sexton: September 2022 started.
- Purchase has been given certificates and new purchases have been registered at town hall.

### **Commission on Aging:**

Colleen Kaplan – Chair

- 5 regular members
- 2 alternative positions available
- Updated the Commission's Mission Statement.
- Has been working on Senior Center advertising. Reaching and communicating to seniors – how to get information to people.
  - 21 written responses
  - 49 activity suggestions and 19 how to reach me suggestions
- Reaching out to other commissions and senior centers to network and get fresh ideas. Host first group gathering for Age of Commission.
- Progress has been made on Senior Center space.
- Coordinated 5 activities. Heart Health and Valentines Day lunch, meet and greet, trip and lunch to Elizabeth Park and two Marlborough Day events.
- Commission on Aging Facebook group
- The River East – looking to get into in order to advertise the Senior Center
- Contact with the Chatham Health District staff – offering a vaccine clinic in October & November 2023

### **Conservation Commission:**

Dave Blish

- 5 members, 2 alternates
- Administering the town's inland wetlands and water courses.
- Significant project: February 2, apartment buildings on S. Main.

### **Economic and Community Development:**

Jillian LaCaresse - Chair

- Expanding the Mission for the Economic and Community Development
- Expanding and supporting Marlborough businesses.
- Beautify town spaces.
- Thus far, worked with Sustainable CT Team – local business and services directory.
- Directory will be available in the library, website, Town Hall.
- Participation in Marlborough Day
- Goal - Collecting email addresses of the directory, businesses

### **Fire Commission:**

Patrick Pabouet

- 5 members

- Coordination and communication with community between the FD and town
- New truck has been purchased

### **Lake Advisory Commission:**

Louise Concodello

- 7 full members
- 3 alternates

Responsibilities include:

- Educating town residents to minimize negative impact on the Lake;
- Overseeing the water quality monitoring program and Annual Lake Report;
- Collaboration with Parks & Recreation
- Current efforts: Lake Letter; website and hard copies
- Award – Exemplary Lake Owners
- Education and outreach ideas

### **Nature Trails and Sidewalks:**

Russell Johnston, Chair

- Looking for a more pedestrian friendly Marlborough
- 2.3 miles of sidewalks in the last 16 years
- Additional 0.5 miles added this year
- Community Connectivity Grant – Blish Park to the Elementary School
- Additional miles of nature trails; Working on new trail network on Ogden Lord
- Boy Scout trail head kiosk as an Eagle Project

### **Parks and Recreation Commission:**

Barbara Lazzari, Chair

- 270 programs throughout the year
- Approximately 1,800 participants in these programs
- October 7, 2023 will be the townwide tag sale
- 72 kayak spaces to rent to residents at the lake
- People can now rent the pavilion from May 1<sup>st</sup> – October 1<sup>st</sup>
- Summer concert series – 6 thus far, 2 more to go
- RHAM youth sports – softball, baseball, soccer fields well used
- Blish Park tennis courts and basketball courts being resurfaced this week
- Marlborough Day
- Gathering on the Green with the FD

### **Water Pollution Control Authority:**

Ben Levin, Chair

- Provides for the collection, treatment and disposal of wastewater and solids.
- 4 members
- 1 alternate
- There has been a focus on maintaining the system.
- ARPA funding has been used to expand the system.

### **Office of Ethics**

No representative present.

### **Office of Emergency Management:**

Todd Gianetti

- 5 member group (4 filled)
  - Search of new Deputy
- CRT – 20 member group
- Training and development to keep the town safe and prepared.
- Website has been beneficial for resources.
- Region: New Region Director for the state of CT.
- New Eversource liaison
- Updated LEOP

### **Board of Finance:**

Karen Pakulis Paul

- 7 regular members; soon to be 5 after Nov. Election
- 3 alternates
- RHAM and MES, budget passed first time through.
- New Charter, new processes to learn, new accounting in place.
- Tours, MES toured through; Town Garage walkthrough.
- Budget process begins in October.

## **4. PUBLIC COMMENTS**

Peggy Golfin – Sustainable CT, coordinate with Sustainable CT as board members could fit in projects.

Can get funding opportunities through Sustainable CT.

Peter Hughes – Zoning; Updating the residential section of regulations.

Looking at affordable housing plans, returning zoning, pre-1981 zoning. 2 acre zoning. Downsizing lot sizes to 1 acre.

Rental houses with two units is now permissible.

Advancing the Capital project.

Sewers, \$400k awarded.

48 condominium units with affordable housing units.  
Will provide another \$400k.  
Sustainable CT: Going for Silver award in 6 months.  
Road improvements underway.  
Pave South Main St. in spring or fall.  
Solar options for town – exploring options.  
Cannot change a zoning regulation without a Public Hearing.

## **5. ADJOURNMENT**

8:18 PM Adjourned.