

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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BOARD OF SELECTMEN MEETING
Minutes
Tuesday, September 5, 2023
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, Amy Traversa, Greg Lowrey, Betty O'Brien and David Porter-Town Manager. Joe Asklar joined the meeting at 7:18 pm.

2) Acceptance of Minutes

a) August 15, 2023 Regular Minutes

Mr. Lowrey motioned to approve the minutes from August 15, 2023. Ms. Traversa seconded.

Ms. Traversa noted correction on page 2 item 5.d.; correct 'Dr. Chip Morris (Independent)' to 'Dr. Chip Morris (Unaffiliated)'.

All in favor and minutes accepted with noted correction.

b) August 28, 2023 All Boards Minutes

Ms. Traversa motioned to accept August 28, 2023 minutes. Ms. O'Brien seconded.

Corrections reported by Ms. Bourbeau:

- Page 1, item 2; correct 'MRIN' to 'MRI'
- Page 1, items 1, 2 and 3; correct 'Bourdeau' to 'Bourbeau'
- Page 1, item 3; correct 'since October, 2022' to 'since July, 2022'
- Page 2, bullet 9 HVAC; correct 'being completed' to 'being planned'.
- Page 6, Office of Emergency Management; correct 'CRT' to 'CERT'
- Page 6, Board of Finance; correct '7 regular members' to '6 regular members'

Mr. Lowrey abstained from voting. All other members agreed, and the motion was carried with noted changes.

3) Additions to the Agenda

none

4) Public Comments

Anthony Bratz So. Main St – Mr. Bratz would like to see an amendment to the town charter to allow dogs in public parks.

5) New Business

a) DOT Master Municipal Agreement for Construction Projects

Peter Hughes joined the meeting. He reviewed the background of the DOT Master Municipal Agreement for Construction Projects being presented for renewal.

Mr. Lowrey motioned to authorize David Porter, Town Manager, to sign the DOT Master Municipal Agreement for Construction Projects. Ms. Traversa seconded. All in favor and motion carried.

b) Appointment of CRCOG Policy Committee Alternate

Mr. Hughes feels Dave Porter, Town Manager, would be an excellent candidate.

Ms. Traversa motioned to appoint David Porter, Town Manager, as CRCOG Policy Committee Alternate for the Town of Marlborough. Mr. Lowrey seconded. All in favor and motion carried.

Ms. Traversa asked Mr. Hughes about Wilhenger and was informed it was finished.

Ms. O'Brien asked Mr. Hughes about the status of the cell tower cost. He is not sure if it will be over budget. He explained what has been done and what is still needed.

c) Employee Resignations / New Hires

Phillip Horboch / PW

Mr. Porter reported Jim Grossmann and Andrea Kranc did first round interviews for Equipment Operator/Maintainer. Mr. Porter, Mr. Grossmann and Mr. Hughes interviewed the two finalists. They recommend hiring Phil Horboch.

Mr. Lowrey motioned to hire Phil Horboch. Ms. O'Brien seconded. All in favor and motion carried.

Linda Savitsky / Interim Finance Dir.

Mr. Porter presented Linda Savitsky's background.

Ms. O'Brien asked how the audit was going, Mr. Porter reported it is going reasonably well. Aditors indicated they could present a draft by late October/early November. It would then be two to three weeks for CLA review. The town is providing bi-weekly updates to the state on progress.

Mr. Lowrey motioned to authorize the Town Manager to sign a contract with Linda Savitsky as Interim Finance Director. Ms. Traversa seconded. All in favor and motion carried.

Ms. Traversa wished to offer her gratitude for Hayley Wagner's unwavering assistance.

d) Boards & Commissions Resignations, Appointments, Reappointments

Ms. O'Brien motioned to reappoint Len Kaplan to the EDC. Due to some miscommunication, he was dropped from the commission. Mr. Lowrey seconded. All in favor and motion carried.

Dr. Chip Morris / BOE

Ms. O'Brien asked for a motion to appoint Dr. Morris to BOE. Ms. Bourbeau motioned, and Ms. Traversa seconded. All in favor and motion carried.

Amy Kuhrt / BOE

Ms. O'Brien reported on Amy Kuhrt's application, received several weeks ago. It will be held for the next available vacancy.

6) Unfinished Business

none

7) Town Manager Updates – David Porter

- Thank you for Marlborough Day. He and his family enjoyed the event.
- He attended a neighborhood meeting at Hall Park.
- Tennis and basketball courts are refinished at the park and tennis now has pickleball.
- Wilhenger Drive is finished.
- North Main St has minor items to be completed. Ms Traversa asked for signage at Chapman, Lake and No Main to be replaced ASAP due to safety concerns.
- Mr. Porter thinks the welcome letter to new residents with survey is great.

Ms. O'Brien reported she has seen many families walking dogs with the addition of the No. Main sidewalk.

Mr. Lowrey noted the trails are also excellent for dogs.

Ms. Traversa noted another grant is being submitted for more sidewalk work.

Mr. Asklar asked when Jay Kehoe will return to work. Mr. Porter is not sure.

Mr. Porter went on to report:

- His priorities are onboarding Linda Savitsky, finishing 2022 audit and negotiating new collective bargaining agreement with public works union.
- Town cooling station locations are posted on the town website and Facebook page.
- September 7, 2023, 7:00 pm Town Hall, meeting for proposed electric vehicle charging café at 5 Hebron Road. Mr. Asklar asked about the easement on the proposed property for the fire department. Mr. Porter responded it has been worked into the plans.
- September 17, 2023, Stainable CT awards. Marlborough is hoping for a Bronz award.
- October 21, 2023, Public Works is participating in Touch a Truck.
- October 29, 2023, we anticipate notification of STEEP grant for boat launch.

Mr. Porter provided the BOS with a project update spreadsheet he developed with Mr. Hughes. Ms. Traversa suggested providing to BOF as well. All feel it is and will be a very helpful document.

8) Selectmen Updates

The final concert at Blish Park is September 7, 2023.

The upcoming fife and drum event is September 15 – 17, 2023.

9) Department Reports

a) Budget/Financial

b) Tax Refunds

Mr. Lowrey motioned to authorize refunds as submitted by Barbara Murray, Tax Collector. Ms. Traversa seconded. All in favor and motion carried

c) Building Permit Refunds / Activity Report

Mr. Lowrey motioned to release the right of way bond as proposed. Ms. Traversa seconded. All in favor and motion carried.

10) Correspondence

Ms. Bourbeau presented a letter she received from Christi Moraga, Flood Road. She would like the BOS to make a proclamation for Indigenous Day (formerly Columbus Day). She also requested a land acknowledgement. Ms. Moraga asks the town to allow her to put up temporary signs in the town center. BOS will seek recommendation from town attorney. Ms. Traversa recommended handling this event as a historical presentation.

Ms. Bourbeau received a solicitation flyer for a pothole app.

11)Public Comments

none

12)Adjournment

There being no other business, Deb Bourbeau adjourned the meeting at 8:03 pm.

Respectfully submitted,

Tracy Monterville
Board Clerk