

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

**Town Manager**  
David R. Porter

# *Town of Marlborough*



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## **BOARD OF SELECTMEN MEETING**

### **Minutes**

**Tuesday, November 14, 2023**

**MES Cafeteria**

**7:00 p.m.**

**ZOOM LINK BELOW**

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

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

Present were Louise Concodello, Betty O'Brien, Deb Bourbeau, John Rizza, and David Porter – Town Manager.

Ms. Bourbeau welcomed Louise Concodello and John Rizza and asked they voice any concerns or questions to her.

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

#### **a) October 3, 2023 Regular Meeting**

#### **b) October 12, 2023 Special Meeting**

#### **c) October 27, 2023 Special Meeting**

Ms. Bourbeau reviewed changes to October 3, 2023 minutes: Page 3, item 5.b.correct "tar" to "TAR" and page 4, item 7, 5<sup>th</sup> bullet point correct "\$4,00" to "\$4,000".

Ms. Bourbeau motioned to accept the October 3, 2023 Regular minutes as amended. Ms. O'Brien, Ms. Concodello and Mr. Rizza abstained. Motion passed with Ms. Bourbeau voting to approve.

Ms. Bourbeau motioned to accept the Special Meeting minutes from October 12, 2023 and October 27, 2023. Ms. O'Brien seconded, Ms. Concodello and Mr. Rizza abstained. Motion carried.

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

Ms. Bourbeau requested we add item 5.d. BOS Statement.

Ms. O'Brien motioned to accept the addition. Ms. Concodello seconded. All in favor and motion carried.

### **4) Public Comments**

Christie Moraga 18 Flood Road – addressed recent flyers promoting only certain parts of the population to join and not including the remaining population. She is against such literature. She is a member of CODE.

### **5) New Business**

#### **a) Employee Resignations / New Hires**

#### **b) Boards/Commissions Resignations, Appointments, Reappointment**

Luis Orama – WPCA, to be added as a full seat member.

Ms. O'Brien motioned to appoint Mr. Orama to WPCA for a full seat. Ms. O'Brien seconded. All in favor and motion carried.

#### **c) Update Town Code Chapter 106**

Mr. Porter spoke about combining the EDC and the Community Development Committee. He added a section on roles and responsibilities. Mr. Porter read the code to those in attendance. Ms. O'Brien recommended getting in touch with Jillian LaCaresse if interested in assisting the EDC.

Mr. Rizza motioned to accept the updated town code. Ms. Concodello seconded. All in favor and motion carried.

#### **d) BOS Statement**

Disturbing flyers are being distributed in town. Ms. Bourbeau would like the BOS to adopt the following statement:

*Statement from the Marlborough Board of Selectmen, November 14, 2023*

*In light of recent reports of the distribution of concerning flyers to various town residents, the Board of Selectmen, as representatives of the Town of Marlborough, wish to make the following statement:*

*The Town of Marlborough, CT, is a small town where everyone should feel included and not be subjected to radical ideas or threats from outside groups. The Board of Selectmen strongly objected to the distribution of materials which discriminate against any resident of the town. We will employ the resources of the State Police to investigate any such incidences if necessary, and appropriate actions will be taken.*

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Ms. Concodello motioned to accept the statement. Mr. Rizza seconded. All in favor and motion carried.

The statement will be posted on the town website.

At 7:15 pm Ms. Bourbeau requested the meeting be paused until after the public forum.

Ms. Bourbeau motioned to recess. Ms. O'Brien seconded. All in favor and motion carried.

Meeting resumed when the public forum was completed.

## **6) Unfinished Business**

### **7) Town Manager Updates**

- Mr. Porter would like to schedule a BOS retreat. He suggested 11/27 or 11/30 for a morning meeting with Matt Hart from CCROG moderating. BOS will get back to Mr. Porter to confirm a date.
- The Marlborough Commons property is being sold at auction.
- FlashVote software will administer community surveys. Urges residents to sign up for the surveys.
- Working on moving forward with a solar farm across from Blish Park. He is reviewing the developers profit margins to ensure the town of Marlborough is working with the best developer on a financial level. We need to decide by mid-January/early-February.
- Auditors have received 2022 all requested accounts payable and payroll records. We are compiling the tax reports to send to the auditor and then we will have submitted all necessary paperwork to produce the audit.

### **8) Selectmen Updates**

- Ms. Bourbeau and Amy Traversa have been working on the town report using the minutes from the past three years.
- Ms. Bourbeau advised the 11/21 meeting is cancelled.
- CCM convention is on 11/28, Ms. Bourbeau, Ms. O'Brien and David Porter will be attending.
- Reminder to new selectmen they will signing checks and will receive training on this process.
- All members should bring their calendars to the 12/5 meeting to schedule meetings for 24-25 fiscal year instead of a calendar year.
- Concert Friday at the Arts Center.
- Charles Denler concert is 12/1.

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- Gathering on the green is 12/2.

## **9) Department Reports**

### **a) Budget / Financial**

Ms. Bourbeau presented questions on the MUNIS reports.

1. Three buildings have significant sewer usage increased (town hall, senior center, and fire house). Mr. Porter does not know what would cause this increase. Could possibly be caused by bills being paid.
2. On Page 9 Ms. Bourbeau asked about fire commissioner operating expense budgeted at \$1,500 for uniforms and is currently at \$2,038. Mr. Porter reported there are new volunteer members who need turnout gear. This could be the reason for the overage.
3. Page 11 public safety operating communications line item budgeted at \$950 over budget by approximately \$1,600. Mr. Porter suspects the radio purchase and computer for the SRO. The school will reimburse 90% of these costs.
4. Page 13 cemetery maintenance budget is \$2,500, the actual is \$3,874.97. Mr. Porter will research and believes it is a bookkeeping issue where funds have not yet been transferred from reserves.

### **b) Building Permit Refunds / Activity Report**

## **10) Correspondence**

None

## **11) Public Comments**

A member of the public voiced her appreciation of the BOS statement regarding the flyers.

## **12) Adjournment**

Ms. Bourbeau adjourned the meeting at 8:39 pm.

Respectfully submitted,

Tracy Monterville  
Board Clerk

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