

Board of Selectmen Special Meeting  
Monday, November 27, 2023  
Marlborough Arts Center  
9:00 a.m.  
Minutes

Call to Order at 9:17 a.m.

**Attendance:** Selectmen Deb Bourbeau, Betty OBrien, Louise Concodello, Joe Asklar, and Town Manager David Porter. Absent, Selectman John Rizza

**Motion** (Louise Concodello, second Deb Bourbeau): To change the agenda to read “Board of Selectmen Special Meeting” rather than “Board of Selectmen Meeting.” Vote: All in favor. Motion passed.

Public Comments: None

**Discussions Regarding Community Needs and Strategies**

**1. SWOT ANALYSIS** (Strengths, Weaknesses, Opportunities, Threats)

Each Board member and the Town Manager wrote thoughts and impressions on sticky notes and placed them on charts according to the topic. The responses on the four areas were discussed, one topic at a time.

**2. MISSION:** From the discussion above, the current mission was discussed.

**3. VISION:** Areas that Board members felt needed attention were addressed as well as ideas presented concerning current programs and services and what was anticipated for the upcoming year. As time was running out, it was determined that another meeting of this type was needed. This meeting will be scheduled after departments present their budgets early in the New Year and before the new budget is formulated.

**4. VALUES:** This topic was discussed along with the SWOT analysis. More discussion is needed.

**5. COMMUNICATION:** This topic was discussed along with the SWOT analysis and will require more discussion.

Public Comments: None

**Adjournment:** As the scheduled time came to a close, the meeting was adjourned at 11:52.

Respectfully submitted,  
Deb Bourbeau  
Board of Selectmen Chair