

# Town of Marlborough

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

Town Manager  
David R. Porter



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**BOARD OF SELECTMEN MEETING**  
**Minutes**  
**Tuesday, December 3, 2024**  
**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, Betty O'Brien, Joe Asklar, John Rizza, Louise Concodello, and David Porter-Town Manager.

## 2) Acceptance of Minutes

### a) November 19<sup>th</sup>, 2024, Regular Meeting

**Ms. Concodello motioned to accept the November 19, 2024, minutes. Ms. O'Brien seconded.**

Mr. Asklar noted in item 6.b paragraph two change 'fire retardant system' to 'fire alarm system'.

Ms. Bourbeau noted item 5.a revise change first sentence to 'Ms. Bourbeau presented a letter Mr. Asklar drafted a letter to the State Legislation reviewed by Ms. Bourbeau and Mr. Porter.'.

**All in favor of minutes with amended language. Motion carried.**

## 3) Additions to the Agenda

Mr. Porter would like to add 5.f. to New Business: Discuss and Approve Deductible Reimbursement for Hit and Run at Richmond Library.

**Ms. Bourbeau motioned to add item 5.f to New Business: Deductible Reimbursement for Hit and Run at Richmond Library. Mr. Asklar seconded. All in favor and motion carried.**

## 4) Public Comments

## 5) New Business

### a) CT DOT Transportation Rural Improvement Program (TRIP) Grant Opportunity

Mr. Porter reported on the TRIP program available in 2025. Peter Hughes, Director of Planning & Development, will prepare a grant application for submission.

Mr. Asklar wanted to know if the grant funds (if received) could be applied to the requested ramp at exit 12. Mr. Porter responded no.

**Ms. Bourbeau motioned to submit grant application for CT DOT Transportation Rural Improvement Program (TRIP). Ms. Concodello seconded. All in favor and motion carried.**

- b) CT Water Company Payment in Lieu of Paving – Fuller Drive & Myrna Lane**  
Mr. Porter reported the CT Water Company is offering to pay \$80,000 in lieu of paving to use for another contractor to do the paving work.

**Mr. Asklar motioned to accept \$80,000 from CT Water Company in lieu of paving Fuller Road and Myrna Drive. Ms. Concodello seconded. All in favor and motion carried.**

- c) Recommend Approval of ARPA Funds for:**

- a. Amramp – ADA Accessible Ramp and Platform**

Mr. Porter requested ARPA funds allocated for purchase of ADA platform costing up to \$4,950 to be housed at public works.

**Ms. Bourbeau motioned to approve up to \$4,950 to Amramp for ADA platform. Ms. O'Brien seconded. All in favor and motion carried.**

- b. Novus Cybersecurity Updates & System Set-up**

Mr. Porter requested ARPA funds:

- To migrate the town domain to .gov. This will be required by the state by the end of 2026.
- A new network switch is required to replace the outdated one currently in place.
- Some of the new computers require installation and configuration.

**Ms. Bourbeau motioned to approve ARPA funds to Novus Cybersecurity:**

- \$3,600 for migration to .gov domain
- \$3,862.45 for new network switch and installation
- \$4,820.00 for installation and configuration of new workstations

**Total of \$12,282.45. Mr. Asklar seconded. All in favor and motion carried.**

- c. ClearTouch Conference Room Virtual Screen with ADA Accessible Features**

Mr. Porter requested funds for new ClearTouch and move current town hall equipment to Senior Center.

**Ms. Bourbeau motioned to approve ARPA funds up to \$8,445.00 for a ClearTouch Conference Room Virtual Screen with ADA Accessible Features for the town hall. Ms. Concodello seconded. All in favor and motion carried.**

**d. Encore Fire Protection- Town Hall, Public Works Garage & Library**

Mr. Porter requested funds for fire protection, to include fire extinguishers and emergency/exit lighting for a total of \$4,285.00.

**Ms. Bourbeau motioned to approve ARPA funds for \$4,285.00 to Encore Fire Protection for fire extinguishers and emergency/exit lighting for the Town Hall, Public Works Garage and Richmond Library. Ms. Concodello seconded. All in favor and motion carried.**

**e. Traffic Logix- Speed Cameras**

Mr. Porter requested funds for North Main Street to purchase two speed enforcement cameras costing \$23,148. Cameras will be placed in the same location (on opposite sides of the street) on the street pointing in opposite directions. A speed study is currently in progress for report to the state application. Once application is approved, speeders caught on cameras would be responsible for issued tickets using the camera data.

**Ms. Bourbeau motion to approve ARPA funds for Traffic Logix Speed Camera in the amount of \$23,148. Ms. Concodello seconded. All in favor and motion carried.**

**f. Deductible Reimbursement for Hit and Run at Richmond Library**

Ms. Bourbeau explained the situation to anyone who was not aware. Mr. Porter requests the town cover the \$500 deductible to the affected party.

**Mr. Asklar motioned to approve \$500 payment to cover insurance deductible on damaged vehicle. Ms. Concodello seconded. All in favor and motion carried.**

**d) Employee Resignations / New Hires**

Mr. Porter reported Mario Gagliardi has resigned. Job has been posted internally.

**e) Boards/Commissions Resignations, Appointments, Reappointments**

**a. Lake Advisory Commission Reappointments**

**i. Anthony Bassilakis (Vice Chair)**

**Ms. Bourbeau motioned to reappoint Anthony Bassilakis to the Lake Advisory Commission. Mr. Rizza seconded. All in favor and motion carried.**

**ii. Louise Concodello**

**Ms. Bourbeau motioned to reappoint Louise Concodello to the Lake Advisory Commission. Ms. O'Brien seconded. Ms. Concodello abstained. With remaining majority in favor motion carried.**

**iii. John Planeta**

**Ms. Bourbeau motioned to reappoint John Planeta to the Lake Advisory Commission. Mr. Rizza seconded. All in favor and motion carried.**

All minutes are considered 'DRAFT MINUTES' until approved at the next meeting.

**Nature Trails Alternate Board Member Reappointment  
iv. Robert Jepson**

Ms. Bourbeau reported this item was included in error. There are no reappointments for this committee at this time.

**6) Unfinished Business**

**7) Town Manager Updates – David Porter**

- Special thank you to Betty O'Brien, Louise Concodello, Jay Kehoe, Karen Migliaro, and interview committee. He will be extending a provisional offer for Senior Center Director within the next two weeks. Current director will transition to a 10 week through June 2025.
- Boat launch and paving is complete.
- So Main drainage is now on hold due to cold temperature.
- FlashVote survey for dogs in the park will be provided to Parks & Rec Commission for review

**8) Selectmen Updates**

- Mr. Asklar reported the Gathering on the Green is Saturday, December 7, 2024. Parking was discussed.
- Ms. Bourbeau reported Charles Denler concert on Friday, December 6, 2024 with ticket proceeds going to the Arts Center.

**9) Department Reports**

**a) Budget / Financial**

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

**10) Correspondence**

Mr. Porter received monthly police report. He will forward to the BOS.

**11) Public Comments**

Colleen Kaplan 17 Coleman Lane – suggested a shuttle bus for Gathering on the Green

Good Citizen, Address Not Provided – Does not feel Roberts Rules of Order is followed during the meeting. Does not agree with the purchase of speed cameras.

Mark Paul ..... – CCM convention addressed traffic cameras. He is sure his wife (who attended) would be happy to share the information.

Jim Bernier 161 No Main St. VIA ZOOM – Feels speed tables more cost effective than cameras could better control the rate of speed.

Hal Whitney Ogden Lord Road – Feels the BOS is more concerned about safety for

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North Main not any monetary gains from traffic tickets.

Robb Fraulino VIA ZOOM - He is against the speed cameras.

**12) Adjournment**

With no further agenda items Ms. Bourbeau adjourned the meeting at 7:50 pm.

Respectfully submitted,

Tracy Monterville  
Board Clerk