

Board of Selectmen  
Unapproved Minutes  
**Tuesday, January 28, 2020**

On Tuesday, January 28, 2020 at 6:00 p.m., the Board of Selectmen met in Meeting Rm. A, at the Town of Bow Municipal Building, 10 Grandview Road, Bow, NH. 03304.

**I. CALL TO ORDER**

At 6:00 p.m. Chairman Nicolopoulos called the Board of Selectmen meeting to order in Meeting Room A. Present: Chairman Christopher Nicolopoulos, Vice Chair Colleen Hunter, Selectman Harry Judd, Selectman Matthew Poulin, Selectman Michael Wayne, Town Manager David Stack, Finance Director Geoff Ruggles, Building and Facilities Manager Chris Andrews, Administrative Assistant Tonia Lindquist and members of the public.

**II. PUBLIC HEARING**

None

**III. PUBLIC COMMENT**

None

**IV. MEETINGS**

**1. Chris Andrews, Building & Facilities Manager – Community Building**

Building and Facilities Manager Chris Andrews reviewed and discussed with the Board his Community Building Plan which consisted of the following proposals:

- Domestic Water proposed action; install the necessary valves and drains to shut the supply off to the fire station;
- Heating proposed action; install necessary valves, drains and relocate supply and distribution to effectively separate the three sections of the building from each other
- Electrical proposed action; mapping the circuits
- Asbestos proposed action; have Peniel provide a quote to seal and patch the existing panels in the basement walls in the fire bays
- Gym lights proposed action; convert light to LED
- Rear Storage area proposed action; collaborate with the new director
- Other interior proposed action; clean and paint and install drywall to the right of the stage for aesthetic purposes
- Exterior proposed action; replace vinyl siding, upgrade exterior lights to LED, remove front overhead doors and install new wall framing to close openings.

The Board would like Buildings and Facility Manager Andrews to proceed with the electrical mapping, asbestos removal, and gym light conversion to LED lighting at the Community Building.

## **2. Geoff Ruggles – HRA Funding**

Finance Director Ruggles reviewed with the Board his HRA Funding Analysis and calculations should the Board decide to reduce the liability fund amount less each year in increments over time to bring the fund to 80% as oppose to 100%.

The Board will take it up with the Budget Committee at their next meeting.

## **V. TOWN MANAGER’S REPORT**

Town Manager Stack reported on the following topics:

- Department Head Meeting held on January 22, 2020 main discussion was the budget.
- Board of Selectmen Meeting on February 11, 2020 will be held at the Public Safety Center.
- Petition Warrant Articles are due on February 4, 2020.
- Solar panels were delivered to the Public Safety Center.
- Water and Sewer Interconnection Study kickoff meeting was held today.
- NHRS Audit took place and the Town is in compliance
- The Police Association sponsored a training on Suicide Awareness and Prevention and they will sponsor training on Access on Lethal Means.
- Chief Lougee and Lt. Blanchette and Administrative Stephanie Vogel attended a Right to Know training for Police.
- K9 Roxy turned 7 and has served the Town of Bow for 6 years.
- After Action meeting for Civil Disobedience event at Granite Shore Power.
- Chief Harrington, Director Kimball and Chief Lougee met with US Department of Homeland Security Protective Security representative to talk about GSP.
- DPW will be removing the garage on Dunklee/3A next week.
- Pinard Waste has applied credits for the overcharges to the Town’s bills and agreed to send out an updated informational flyer to all residents concerning recycling.
- The Town has hired Chip Craig to fill a vacant equipment operator position. Chip has worked for Town in past and he is currently a seasonal driver/laborer.
- The Part Time Parks & Recreation Director Interviews were conducted on 1/23/20. There will be a second interview with the top candidate on 1/28/20.
- Parks & Recreation Director interviews start January 22, 2020 and January 23, 2020.

## **VI. CONSENT AGENDA**

1. Unutil Abatements / Tax Credits 0-8-88 \$61,666.66 2018 0-8-88 \$61,666.66 2019

*A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to approve the consent agenda as presented. MOTION PASSED 5-0.*

## **VII. DISCUSSION/ACTION ITEMS**

### **1. Acceptance of minutes from January 14, 2020.**

*A MOTION was made by Selectman Poulin and duly seconded by Selectman Judd to approve the January 14, 2020; Board of Selectmen Meeting Minutes as amended. MOTION PASSED 5-0.*

As a follow up to the Board's December 10, 2020 meeting concerning the Load Bearing Vest. There was a motion that was omitted in error and Ms. Lindquist has corrected the minutes and made copies for each of the selectmen to review.

*A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to accept the amended minutes of December 10, 2019 meeting concerning the Load Bearing Vest. MOTION PASSED 5-0.*

### **2. Elderly Exemption Amounts**

The Board discussed the current grant exemption amounts and concluded the exemption amounts should be increased and brought to Town Meeting as a warrant article.

*A MOTION was made by Selectman Poulin and duly seconded by Selectman Judd to bring forth the proposed Elderly Exemption increase as a Warrant Article for presentation at the 2020 Town Meeting. MOTION PASSED 5-0.*

### **3. Street Sweeping Contract**

The Board reviewed a Memo from Director Tim Sweeney regarding a proposal from Mike Rabbit Enterprise, LLC for street sweeping in the amount of \$26,450 for Town roadways and \$1,700 for Town parking lots.

*A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to approve the proposed contract from Mike Rabbit Enterprise, LLC in the amount of \$26,450 for the Town roadways, and \$1,700 for Town parking lots, and to authorize Town Manager Stack to sign the agreement. MOTION PASSED 5-0.*

### **4. Stop Intersection Amendments**

The Board discussed the Town of Bow Ordinance No. 20-01 concerning Stop Intersection Amendments by adding the following stop intersections:

Fawn Court east at Albin Road  
Parsons Way south at Allen Road

Summer Lane north at Peaslee Road

*A MOTION was made by Selectman Judd and duly seconded by Selectman Wayne to adopt Ordinance No. 20-01 Stop Intersection Amendments as presented to include the additional stop intersections. MOTION PASSED 5-0.*

## **VIII. REPORTS**

### **1. Right to Know Log**

The Board reviewed the Right to Know Requests received since their last meeting.

### **2. Outstanding Projects**

The Board reviewed the outstanding projects list and updated accordingly.

### **3. Goals for FY 2019-20**

The Board discussed and reviewed the Town of Bow Organizational Goals. The Board was in agreement on the goals, but will review the objectives and strategies further and address it again at the March 24, 2020 meeting.

## **IX. BOTTOM LINES**

Selectman Nicolopoulos received an email concerning the Kristin Evans Fundraiser this was the fundraiser that requested to use the Town of Bow Logo in which the Board approved this time last year. Selectman Nicolopoulos asked for a Motion to support the use of the Town Logo for this fundraiser.

*A MOTION was made by Selectmen Poulin and duly seconded by Selectman Judd to approve the use of the Town of Bow Logo for the Kristen Evan Scholarship Fundraiser. MOTION PASSED 5-0.*

Selectman Hunter reminded the Board the annual Town Easter Egg Hunt will be coming up in April.

Selectman Judd discussed a request from the Boy Scouts to place a shed at the Old Town Hall, that was donated to the Boy Scouts. The consensus of the Board would be to have a shed that matches the Men's Club Shed for consistency. Selectman Judd will bring the Board's wishes to the Boy Scouts.

Selectman Poulin has reached out to Fred Keach in an effort to set up a meeting with him to discussed the interconnection with Concord, he will keep the Board updated.

Selectman Wayne None

**X. NON-PUBLIC RSA 91-A:3,**

**XI. ADJOURNMENT**

*At 7:50 p.m. the Board of Selectmen Meeting adjourned.*

DRAFT