

TOWN OF BOW

Office of the Selectmen

10 Grandview Road, Bow, New Hampshire 03304

Phone (603) 223-3910 | Website www.bownh.gov

Board of Selectmen

Meeting Agenda

February 7, 2022, 6:00 p.m.

Bow Municipal Building, Meeting Room A
10 Grandview Road, Bow, New Hampshire.

I. CALL TO ORDER

II. PUBLIC COMMENT

III. PUBLIC HEARINGS

IV. MEETINGS

1. Chief Ken Miller, Sgt. Matt Pratte - K-9 proposal
2. Governance Committee Report
3. Darcy Little - Parks and Recreation Department Updates

V. CONSENT AGENDA

1. Intent to Cut - 45-2-147/Route 3A - Mark Charbonneau
2. Abatement – Town of Bow – Bow Bog Road - \$273.35
3. Abatement – Town of Bow – Bow Bog Road - \$109.00

VI. TOWN MANAGER'S REPORT

Pgs. 1-2

VII. DISCUSSION/ACTION ITEMS

1. Acceptance of January 25, 2022 Meeting Minutes Pgs. 3-7
2. Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) project approvals Pgs. 8-9
 - a. Body Cameras: Police Department
 - b. Ventilation Systems: Municipal Building and Community Building
 - c. Bow Junction/Bow Mills Water Extension Design
 - d. Security camera in interview Room: Police Department
3. Town Meeting Warrant review Pgs. 10-13
4. Dunklee Rd./Rte. 3A Intersection State Bridge Aid and State Highway Aid Program: Pgs. 14-15
Authorize Town Manager to sign all related documents
5. Turee Pond Exotic Species Milfoil Grant: Authorize Town Manager to sign all related documents Pg. 16
6. 2022 Assessed Values Update Pg. 17
7. Request for banner at Gazebo Pgs. 18-19
8. GoFundMe page for Bow Recreation Center Purchase (Selectman Hunter)

(Continued)

VIII. REPORTS

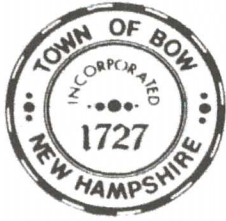
1. Right to Know Log

Pg. 20

VIII. BOTTOM LINES

IX. NON-PUBLIC SESSION RSA 91-A:3 (a)

X. ADJOURNMENT



TOWN OF BOW

Office of the Town Manager

10 Grandview Road, Bow, New Hampshire 03304

Phone (603) 223-3900 | Website www.bownh.gov

To: Board of Selectmen
From: David L. Stack, Town Manager
Subject: Town Manager's Report – 2/4/22

Administration

Energy Committee: Jessica Dunbar is meeting with interested residents on 2/16/22 to discuss the formation of the Committee and to look at the current Committee charge before she comes back before the Board.

Fire Department

Ambulance billing: Our billing company, Comstar, recently conducted an audit of Patient Care Reports (PCR) and reported that they are very well done from a compliance and billing standpoint. The audit noted that within our process of "question to client" last year, Comstar did not have to reach out to Bow at all for any missing information on our PCRs and that they are "very good."

Outstanding Projects List (attached)

My activities this past week included: Attended the BDC meeting; prepared the meeting packet for the Board meeting; wrote the 2021 BOS-Town Manager annual report with Sel. Marshall; met with new police officer Harry Handy; met with Sel. Marshall, Dave Cook and Chris Andrews to discuss Safety Center deficiencies and finalized draft letter and sent it to Town Counsel for review; attended the planning meeting for Town and School elections and meetings; attended State briefing on weather conditions and preparations for the pending storm.

OUTSTANDING PROJECTS LIST
Updated 2/4/22

	Date Added	Target	
Bow/Hooksett water and sewer study	9/10/2019	4/16/2021	Met with Hooksett Water Precinct and they would like to proceed; sent them a sample intermunicipal agreement; scheduling a meeting with Water Precinct and Board
Welcome to Bow signs	10/1/2019	TBD	Estimates received for signs; waiting for cost to drop
Cell Tower Committee	3/23/2021	TBD	Public informational meeting held on 1/26/22
Safety Center deficiencies	6/1/2021	TBD	Letter sent to Town Counsel for review
Governance Study Committee	6/1/2021	3/1/2022	Committee to present report at 2/7/22 Board meeting
ARPA Funds	8/3/2021	12/1/2024	Board to review current report at Board at 2/7/22 meeting
PD body cameras	11/22/2021		Chief Miller preparing report; two cameras currently being tested; presentation to Board on 1/25/22; on Board agenda for 2/7/22 meeting

Capital and Buildings

Water to Bow Junction - Concord	6/26/2013	TBD	Sel. Poulin met with Concord utilities study committee and spoke with Councilor Gatsas TM met with Concord water superintendent to discuss the Bow Junction loop and South Street
Extension of water to Bow Junction - Town	11/9/2020	TBD	Dubois & King performing final design; working on storage tank location; \$800,000 earmark request was not approved; met with Heather Lane abutters on 12/8/21; looking for other options for location of the tank; working with developer on extension to Dow Road
Municipal Building and Community Building ventilation (ARP project)	11/1/2021		Board needs to approve contract
BRC emergency generator (ARP project)	11/1/2021		RFP issued 1/24/22
Thibeault/Ryan water main and fill station (ARP project)	12/9/2021		Dubois & King is putting together a scope of work for design and project admin

**Board of Selectmen
Unapproved Minutes
Tuesday, January 25, 2022**

On Tuesday, January 25, 2022, at 6:00 p.m., the Board of Selectmen met in Meeting Room A, at the Town of Bow Municipal Building, 10 Grandview Road, Bow, NH.

I. CALL TO ORDER

Chairman Chris Nicolopoulos called the meeting to order. Present: Chairman Chris Nicolopoulos, Selectman Colleen Hunter, Selectman Matthew Poulin, Selectman Michael Wayne, Town Manager David Stack, Administrative Assistant Tonia Lindquist, and members of the public.

Not Present: *Vice Chair Marshall*

II. PUBLIC COMMENT

Sandy Crystall, Conservation Commission took a moment to thank Director Ruggles for correcting the Wi-Fi issues in Meeting Room C.

III. PUBLIC HEARING

None

IV. MEETINGS

1. 2nd Quarter Financial Report – Finance Director Geoff Ruggles

Finance Director Geoff Ruggles reviewed with the Board his 2nd quarter financial report, noting revenues are up almost \$76,000 and operating expenses are down just over \$300,000. Property tax collections continue to come in at or above historical levels resulting in cash flow levels similar to prior years.

Motor vehicle registrations are up \$104,000 over last year and the Bow Recreation Center is up \$50,000 from last month.

Selectman Poulin asked for an explanation on the monies from Dunbarton concerning the proposed turf field. Director Ruggles explained there was a miscalculation of what Dunbarton owed based on shared paraprofessionals. The school is getting \$400,000 that was unexpectedly owed, and Dunbarton will be paying that over the 2022/23.

2. Jessica Dunbar – Energy Conservation Committee

Ms. Jessica Dunbar came before the Board to request permission to reinstate the Energy Conservation Commission.

Ms. Dunbar would like to make some revisions to the charge and will work with Town Manager Stack on those revisions, to bring back to the Board.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to reestablish the Energy Conservation Commission with revisions to the charge to collaborate with the Buildings and Facilities Committee. MOTION PASSED 5-0.

3. Body Camera Presentation – Police Chief Ken Miller

Chief Miller gave a presentation on body cameras for the Board to review. The video Chief Miller showed was of the recent police event at the 7-11 store on Route 3A, in which a bow police officer was almost hit, and a pursuit ensued. The camera being used was supplied by Axon Enterprise, Inc for a trial period.

Chief Miller went onto explain with body cameras you have evidence of officer community encounters such as: car stops, street encounters, service of warrants, arrest, officer involved shootings and domestic violence.

Chairman Nicolopoulos shared his concern with the amount of Gigabyte; Chief Miller explained it is programmed to delete automatically depending on what it is, i.e., arrest it would stay there for 2 years, if it is just a contact then it would stay on there for 30 days. The police officer receives an email prior to the record deleting, to let them know what records are deleting.

Chairman Nicolopoulos would like Vice Chair Marshall to review this presentation before asking for a motion.

V. CONSENT AGENDA

1. Sewer Warrant
2. Appointment – Don Fournier – Heritage Commission
3. Junk Yard Permit – Bow Auto Parts

A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to approve the consent agenda as presented. MOTION PASSED 4-0.

VI. TOWN MANAGER'S REPORT

Town Manager Stack reported on the following items:

- **Cell Tower Informational Meeting:** As a reminder, the Cell Tower Informational Meeting will be held on Wednesday, January 26, 2022, 6:00 p.m. at the Bow High School Auditorium.
- **Abenaki Water access license:** A final license agreement has been approved by Town Counsel and Abenaki.
- **Candidate Filing Period for Town and School offices:** The filing period for candidates began on January 19, 2022 and will end on January 28, 2022.
- **OTH Kitchen:** The new stove and hood have been installed. The fire protection contractor will be installing the protection system in the hood next week. The Bow Rotary Club is donating a new refrigerator and it has been ordered.
- **Ventilation System Installation Project:** The deadline for receiving bids is January 25, 2022.
- **Bow Rec Center generator:** An RFP has been prepared and will be issued next week

VII. DISCUSSION/ACTION ITEMS

1. Acceptance of January 11, 2022 Meeting Minutes

A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to approve the January 11, 2022 meeting minutes, as amended with the following corrections:

Under the Town Managers Report, under Gordon Road clean up Selectman Hunter seconded the Motion to invoice the previous owner.

MOTION PASSED 4-0.

2. Town Meeting Warrant Articles

The Board reviewed the 2022 Warrant Articles and made the following motion.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to approve all of the warrant articles as presented numbers three (3) through eleven (11) removing warrant article 12, and including warrant articles thirteen (13) and fourteen (14). MOTION PASSED 4-0.

3. Withdrawal from Sewer Capital Reserve Fund

The Board reviewed an Action Request for a withdrawal from the Sewer Capital Reserve Fund to purchase an emergency backup generator for the White Rock Hill Road sewer pump station.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to approve the withdrawal of \$21,125 from the Sewer System Capital Reserve Fund for the purchase of an emergency backup generator for the White Rock Hill Road Sewer Pump Station to be purchased from Electric and Generator. MOTION PASSED 4-0.

4. Valuation update

The Board reviewed Ms. Hurley's email dated January 19, 2022 concerning the status of the update to the values, and whether the Board wants to wait a year.

The Board would like Ms. Hurley's recommendation and will table this until the February 7, 2022 meeting.

5. Power Plant Protest (Selectman Poulin)

Selectman Poulin shared his concerns that there are no financial restitutions from the protesters that were arrested. The police and fire spent a lot of time at the plant and that was taking our officers off the streets. This cost the town thousands of dollars, and he would like to see if Chief Miller could contact the prosecutors and ask about financial restitution.

VIII. REPORTS

1. Right to Know

The Board reviewed the Right to Know log, noting one new inquiry.

2. ARPA Funds

The Board reviewed the ARPA Funds report and updated accordingly.

Town Manager Stack would like to take \$75,000 from the TIF district to be applied towards the design phase for the water interconnection at Bow Junction / Bow Mills with Hooksett.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to approve the withdrawal of \$75,000 from the TIF district to be applied towards the design phase of the interconnection with Hooksett. MOTION PASSED 4-0.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to approved the contract for the design phase in the water system in the amount of \$149,030. MOTION PASSED 4-0.

3. Outstanding Projects

The Board reviewed the Outstanding Projects list and updated accordingly.

Chairman Nicolopoulos asked if the letter of deficiencies at the Public Safety Center has gone out yet. Town Manager Stack reported him, Chris Andrews, Mike Wayne and Vice Chair Marshall are going to meet first.

IX. BOTTOM LINES

Chairman Nicolopoulos – thanked everyone for doing their job especially Darcy she has done amazing. Commended the Department of Public Works, I get compliments all the time on how good the roads are in Bow.

Vice Chair Marshall – Not present

Selectman Hunter - None

Selectman Poulin – apologized for not being able to make it to the cell tower meeting tomorrow night.

Selectman Wayne – the Fire Department responded to a house fire in Dunbarton, a GoFundMe page has been set up for the family. Kudos to the Police Department for the stop at 7-11.

X. NON-PUBLIC SESSION - NH RSA 91-A:3, II (there may be more than one if needed)

XI. ADJOURNMENT

At 7:12 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to adjourn. MOTION PASSED 5-0.

Coronavirus State and Local Fiscal Recovery Fund (CSLFRF)

2/4/2022

Town Allocation of Funds

Total funds available \$835,423

Obligation deadline: December 31, 2024

Spending deadline: December 31, 2026.

	Cost	Committed?	Current Funding Plan/Notes
Support Public Health Expenditures			
(1) Ventilation Design Services	\$4,600	Yes	Design is completed
(2) Municipal and Community Building ventilation	\$160,000	Yes	Bids received; need Board approval of contract
Water/Sewer Infrastructure			
(3) BRC Water Treatment System	\$20,000	Yes	WhiteWater estimate
(4) BRC Emergency generator	\$70,000	Yes	Estimate; RFP issued on 1/24/21
(5) Bow Junction/Bow Mills water extension design	\$54,030	Yes	Plus \$95,000 from TIF funds - Total cost \$458,885
<i>Additional Funds required for extension design</i>	<i>\$309,853</i>	<i>pending</i>	
Public Safety			
(6) Town-wide frequency upgrade	\$5,000	Yes	estimate
(7) PD Body Cameras	\$75,000	<i>pending</i>	
(8) Camera and recording equipment for PD interview room	\$3,000	<i>pending</i>	
(9) CGIS compliance	\$15,000	<i>pending</i>	Need proposal from Mainstay
Sub-total	\$716,483		
Balance of Grant	\$118,940		

Potential Projects

(10) Close main - design	\$15,000	pending	Dubois & King preparing scope of work; TM estimate
(11) Close water main loop - Thibeault/Ryan and filling station	\$250,000	pending	need estimate
(12) Bow Junction water loop (Concord option)			Need scope and estimate once Concord approves
Sub-total	\$265,000		
Balance of Grant	-\$146,060		

NH DOJ ARPA Grant

Total Funds available - \$2,000,000 all localities

Rolling application process

Grant funds must be utilized to assist with activities related to relaxed COVID-19 restrictions.

Wait time at hospital and mutual aid to Concord			Wages; Chief Berman compiling
EMD duties increase	-		Not needed; covered by FEMA funds

Locality Equipment Purchase Program

Up to \$50,000 per New Hampshire locality; 10% match

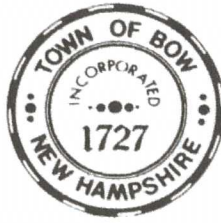
For purchasing safety and emergency equipment needed as a result of or in response to the health crisis and its negative effects.

All reimbursed costs have to be allowable expenses under the American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Fund.

Application deadline: June 3, 2022

Purchase deadline: by December 31, 2022.

Stryker Power-PRO XT ambulance cots and cot fastener system	\$50,021.68		Application submitted 2/3/22; 10% match required
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2022 Town Meeting Warrant Town of Bow, New Hampshire

To the Inhabitants of the Town of Bow in the County of Merrimack, in said State, qualified to vote in Town affairs.

You are hereby notified to meet at the Bow Community Building on Tuesday, March 8, 2022, to act upon Article 1, Article 2 and Article 3 by official ballot. The polls shall be open for balloting from 7:00 a.m. to 7:00 p.m.

You are further notified to meet at the Bow High School Auditorium on Wednesday, March 9, 2022 at 6:30 p.m. to discuss, amend and act upon Articles 4 through 15, the proposed FY 2022-23 municipal budget, and all other matters to come before the meeting.

First Session of Annual Town Meeting March 9, 2021 (Official Ballot Voting)

1. To choose by non-partisan ballot the following town officers:

<u>Office</u>	<u>Term</u>
Selectman	3 years
Selectman	3 years
Budget Committee member	3 years
Budget Committee member	3 years
Town Moderator	2 years
Supervisor of the Checklist	6 years
Trustee of Trust Funds	3 years
Library Trustee	5 years

2. Are you in favor of the adoption of ZONING ORDINANCE AMENDMENTS presented below as proposed by the Planning Board?

- A. Are you in favor of the adoption of ZONING AMENDMENT A as proposed by the Planning Board vote of January 20, 2022 to delete Section 5.11.H.6b requirements for a Conditional Use Permit for Minor/Pre-Development Excavation of Earth materials and amend Section 14.05.B which specifies the expiration date for approvals for excavation? The amendment has been on file at the Municipal Building since Friday, January 21, 2022. (Recommended by the Planning Board by a vote of 7-0)

- B. Are you in favor of the adoption of ZONING AMENDMENT B as proposed by the Planning Board vote of January 20, 2022 to delete Principal Uses Sections 5.11.A2 (Duplex or Two Family) and 5.11.A3 (Multi-Family) uses and renumber consecutive sections accordingly? Also, to delete Section 7.05.B for Duplex and multifamily dwellings in the "RU" and "R" districts in its entirety? The amendment has been on file at the Municipal Building since Friday, November 5, 2021. (Recommended by the Planning Board by a vote of 6-1)
- C. Are you in favor of the adoption of ZONING AMENDMENT C as proposed by the Planning Board vote of January 20, 2022 to delete all references to the Bow Business (BD) District in Sections 4.01(A), 5.11, and 6.07, as the BD District no longer exists; to delete Section 7.02(B)(7), as it is a duplicate of Section 7.02(B)(5), and to correct the name of the reference to the Town of Bow Building Code in Section 14.02(A)? The amendment has been on file at the Municipal Building since Friday, December 17, 2021. (Recommended by the Planning Board by a vote of 7-0)
- D. Are you in favor of the adoption of ZONING AMENDMENT D as proposed by the Planning Board vote of January 20, 2022 to amend Section 10.03(G)(7) reduce the number of plan copies, from three to one, to be submitted for an Aquifer Protection Conditional Use Permit application? The amendment has been on file at the Municipal Building since Friday, December 17, 2021. (Recommended by the Planning Board by a vote of 7-0)
3. To see if the Town will vote to adopt the provisions of RSA 261:153, VI to authorize the Town Clerk to collect an additional fee of \$5.00 per motor vehicle registration for the purpose of creating a Municipal and Regional Transportation Improvement Fund which shall be a capital reserve fund established for this purpose and governed by the provisions of RSA 35. Said fee to become effective April 1, 2022. The fund shall be used to fund improvements in the local and regional transportation system, including roads, bridges, bicycle and pedestrian facilities, parking and intermodal facilities and public transportation. No funds shall be expended without further vote and appropriation by the town.

**Second Session of Annual Town Meeting
March 9, 2022
(Deliberative)**

4. To see if the Town will vote to raise and appropriate the Budget Committee's recommended sum of \$12,537,074 for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

5. To see if the Town will vote to raise and appropriate \$568,000 and authorize payment into existing capital reserve and expendable trust funds in the following amounts for the purpose for which such funds were established. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 7-0)

Bridge and Highway Construction Capital Reserve Fund	\$1,000
Community Center Capital Reserve Fund	\$5,000
Fire Equipment Capital Reserve Fund	\$35,500
Fire Suppression Capital Reserve Fund	\$10,000
Fire Truck Capital Reserve Fund	\$110,000
Library Building Repairs Capital Reserve Fund	\$5,000
Municipal Buildings and Grounds Capital Reserve Fund	\$65,000
Police Department Equipment Capital Reserve Fund	\$30,000
Public Works Department Capital Reserve Fund	\$218,500
Recreation Improvements Capital Reserve Fund	\$20,000
Water System Improvement/Replacement Capital Reserve Fund	\$50,000
Revaluation Capital Reserve Fund	\$18,000

6. To see if the Town will vote to raise and appropriate the sum of \$540,000 for the reconstruction and paving of Town roads. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or by December 31, 2027, whichever is sooner. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

7. To see if the Town will vote to raise and appropriate the sum of \$174,300 for the purchase of Self-Contained Breathing Apparatus (SCBA) for the Fire Department and to authorize the withdrawal of up to \$174,300 from the Fire Department Equipment Capital Reserve Fund for this purchase. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

8. To see if the Town will vote to raise and appropriate the sum of \$105,100 for the purchase of a forestry truck and to authorize the withdrawal of up to \$105,100 from the Fire Truck Capital Reserve Fund for this purpose. (Majority vote required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

9. To see if the Town will vote to raise and appropriate the sum of \$82,000 to retrofit a surplus Fire Department rescue truck to make a 6-wheel dump truck and plow for the Department of Public Works and to authorize the withdrawal of \$82,000 from the Public Works Department Capital Reserve Fund for this purpose. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

10. To see if the Town will vote to raise and appropriate the sum of \$80,000 for the purchase of a one-ton dump truck for the Department of Public Works and to authorize the withdrawal of \$80,000 from the Public Works Department Capital Reserve Fund for this purpose. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

11. To see if the Town will vote to raise and appropriate the sum of \$80,000 for renovations at the Municipal Building in order to relocate the Community Development Department to the main level and to authorize the withdrawal of \$80,000 from the Municipal Buildings and Grounds Capital Reserve Fund for this purpose. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

12. To see if the Town will vote to raise and appropriate the sum of \$33,700 to purchase security monitoring equipment for the Police Department and to authorize the withdrawal of \$33,700 from the Police Department Equipment Capital Reserve Fund for this purpose. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

13. To see if the Town will vote to raise and appropriate the sum of \$25,000 for the renovation of the two main level bathrooms at the Municipal Building and to authorize the withdrawal of \$25,000 from the Municipal Building and Grounds Capital Reserve Fund for this purpose. (Majority Vote Required)

(Recommended by Selectmen 5-0 and Budget Committee 0-0)

14. Cell tower lease

15. Chadwick conservation easement

**STATE BRIDGE AID PROGRAM
PROJECT AGREEMENT
FOR**

TOWN OF BOW

STATE PROJECT #: 40346
PROJECT SPONSOR DUNS #: 135001316
STATE VENDOR #: 177364

THIS AGREEMENT, made and entered into this ____ day of _____, 2022, between the State of New Hampshire, acting through its Department of Transportation, hereinafter called the "DEPARTMENT", and the Town of Bow, hereinafter called the "PROJECT SPONSOR".

WHEREAS, the DEPARTMENT and the PROJECT SPONSOR have determined that a project to rehabilitate the Dunklee Road bridge over Bow Bog Brook (Br. #182/113) in the Town of Bow is an eligible project for funding under the State Bridge Aid Program created under RSA 234; and

WHEREAS, the DEPARTMENT has established Project #40346 (the "Project") for the project, with the project funding and target ad year as represented in the table below; and

Programmed Year of Advertisement	Participating State Share 80 %	Participating Local Share 20 %	Additional Non- Participating Funds	Total Budget
2020	\$876,475.60	\$219,118.90	\$79,521.50	\$1,175,116.00

WHEREAS, the PROJECT SPONSOR has submitted an Application to sponsor the Project (the "Application") and the DEPARTMENT has accepted the Application; and

WHEREAS, the Application, by reference, is hereby made a part of this AGREEMENT; and

WHEREAS, the PROJECT SPONSOR desires to act as Sponsor and Manager of the Project; and

WHEREAS, the DEPARTMENT desires to cooperate with the PROJECT SPONSOR in accomplishing the Project;

NOW, THEREFORE, in consideration of the above premises and in further consideration of the agreements herein set forth by and between the parties hereto, it is mutually agreed as follows:

I. DUTIES AND RESPONSIBILITIES OF THE PROJECT SPONSOR:

- A. The PROJECT SPONSOR shall comply with all Federal and State of New Hampshire laws and rules, regulations, and policies as applicable under the State Bridge Aid Program.
- B. The PROJECT SPONSOR shall manage the design, environmental study, right-of-way acquisition and construction of the Project. This management is described in the current version of the DEPARTMENT's document titled "New Hampshire Department of Transportation Process for Municipally-Managed State Bridge Aid Program Projects", as it may be amended from time to time, and by reference is hereby incorporated and made a part of this AGREEMENT.

**STATE HIGHWAY AID PROGRAM
PROJECT AGREEMENT
FOR**

TOWN OF BOW

STATE PROJECT #: 20966
PROJECT SPONSOR DUNS #: 135001316
STATE VENDOR #: 177364

THIS AGREEMENT, made and entered into this ____ day of _____, 2022, between the State of New Hampshire, acting through its Department of Transportation, hereinafter called the "DEPARTMENT", and the Town of Bow, hereinafter called the "PROJECT SPONSOR".

WHEREAS, the DEPARTMENT and the PROJECT SPONSOR have determined that a project to reconstruct Dunklee Road/3A intersection in the Town of Bow is an eligible project for funding under the State Highway Aid Program created under RSA chapter 235; and

WHEREAS, the DEPARTMENT has established Project #20966 (the "Project") for the aforesaid project, with the Based on Bids project funding as represented in the table below; and

Bid Analysis Approval Date	State Highway Aid Share 2/3rds Capped at \$800,000 max	Local Share 1/3rd	Non-Participation	Total Budget
06/05/2020	\$800,000.00	\$400,000.00	\$0.00	\$1,200,000.00

WHEREAS, the PROJECT SPONSOR has submitted an Application to sponsor the Project (the "Application") and the DEPARTMENT has accepted the Application; and

WHEREAS, the Application, by reference, is hereby made a part of this AGREEMENT; and

WHEREAS, the PROJECT SPONSOR desires to act as Sponsor and Manager of the Project; and

WHEREAS, the DEPARTMENT desires to cooperate with the PROJECT SPONSOR in accomplishing the Project;

NOW, THEREFORE, in consideration of the above premises and in further consideration of the agreements herein set forth by and between the parties hereto, it is mutually agreed as follows:

I. DUTIES AND RESPONSIBILITIES OF THE PROJECT SPONSOR:

- A. The PROJECT SPONSOR shall comply with all Federal and State of New Hampshire laws and rules, regulations, and policies as applicable under the State Highway Aid Program.
- B. The PROJECT SPONSOR shall manage the design, environmental study, right-of-way acquisition and construction of the Project. This management is described in the current version of the DEPARTMENT's document titled "New Hampshire Department of Transportation Process for Municipally-Managed State Highway Aid Program Projects", as it may be amended from time to time, and by reference is hereby made a part of this AGREEMENT.

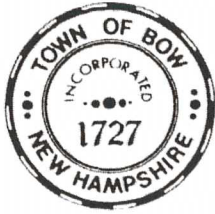
GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Department of Environmental Services		1.2. State Agency Address 29 Hazen Drive, Concord, NH 03302-0095	
1.3. Grantee Name Town of Bow		1.4. Grantee Address 10 Grandview Road, Bow, NH 03304	
1.5 Grantee Phone # 603-496-2738	1.6 Account Number 442010-1430-073	1.7. Completion Date December 31, 2022	1.8. Grant Limitation \$12,225
1.9. Grant Officer for State Agency Amy P. Smagula		1.10. State Agency Telephone Number 603-271-2248	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1		1.12. Name & Title of Grantee Signor 1	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13 State Agency Signature(s)		1.14. Name & Title of State Agency Signor(s) Robert R. Scott, Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required)			
By: Assistant Attorney General, On: / /			
1.16. Approval by Governor and Council (if applicable)			
By: On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").



TOWN OF BOW

Assessing Department
10 Grandview Road, Bow, New Hampshire 03304
Phone (603) 223-3975 | Fax (603) 225-2982 | Website www.bownh.gov

TO: Board of Selectmen, Town of Bow
David Stack, Town Manager

FROM: Monica Hurley, CNHA
Assessing Agent, Corcoran Consulting

DATE: February 2, 2022

RE: Update 2022 Options

As a follow up to my memorandum to this Board on October 13, 2021, I am providing you with the final equalization number for 2021 and what the Town's options are for 2022. The New Hampshire Department of Revenue Administration determined that Bow's final equalization for 2021 was at 82.6%. This means that the assessments were 17.4% below market value for the year. As of today, the median assessment to sale ratio is down to 73% or 27% below market value.

In my memo to you from October I had indicated that Bow's next scheduled full revaluation is in 2024 and that this Board may want to consider doing a statistical update to values for the 2022 tax year to bring assessments closer to market value. This would have us do analysis, adjust building, and land tables. There would be no requirement to do a full measure and list of properties since we have been maintaining data collections of one quarter of the town annually.

I have reached out to the NH DRA to ask if an update would be required in 2022 since our equalization is continuing to drop. They have indicated that the Town of Bow is not required to do a revaluation until 2024 and the Town is not required to update values at this time. They stated that many communities across the state have their assessments well below market value given the real estate market of the last eighteen months and it has been very hard to keep up with the market.

In short, the Town of Bow is not required to do an update to values until 2024 and it is up to the Town if an update to values is done earlier.

Please do not hesitate to reach out with any questions or concerns that you may have.

David Stack

From: Benji Kiniry <ben@kinirylawfirm.com>
Sent: Thursday, February 3, 2022 11:44 AM
To: Darcy Little
Cc: David Stack; Christopher Nicolopoulos; Bruce Marshall
Subject: RE: Sign Permit

Hello Darcy,

Being a seasoned Attorney and having assisted in writing laws and regulations in my career, to include some of our local regulations, I believe there is adequate interpretation to allow for the sign to be placed.

There seems to be two criteria:

1. Bow community interest groups (we are a bow community group 'Bow Citizens for Cell Tower') devoted to meeting the educational, social, or recreational needs and the development and betterment of Bow residents. We are concerned about a social/educational: Social is the lack of cell service in the Town of bow, this is a social issue. Many families do not have a landline and those that do are likely to receive their phone service via internet service provider. If the service provider services fails, families experiencing an emergency do not have a way to contact 911 other than cell service. This exact set of circumstances JUST happened to one of our Selectmen recently. I have heard a number of stories based on no cell signal and no landline in which families were unable to call 911 or anyone else for help.
2. Educational aspect relates to the safety of our children while at school if something "bad" should happen, it is our hope that the first person who sees/recognized the "bad" thing will call 911 or some other authority immediately. This will certainly provide the students, those who work at the School and parents an additional peace of mind and will have an impact on education, just not in the most traditional sense, but safety is a part of the service expected to be provided to our children. Ultimately this is for the betterment of the Bow Community in general.

Please reconsider your decision.

Thank you in advance,

Ben

From: Darcy Little <dlittle@bownh.gov>
Sent: Thursday, February 3, 2022 11:13 AM
To: benkiniry@gmail.com
Subject: Sign Permit

Hello Ben,

I received the Sign Permit requesting the posting of the "Vote Yes for Cell Tower in Bow" banner. I apologize, but the request can't be approved as it does not meet the criteria of the Town Code. I have copied the section of the Town code for your information.

§ 159-6.1. Posting of signs at bandstand. [Amended by Board of Selectmen 10-14-2014, Ord. No. 14-04] A. The posting of signs on the bandstand property shall be limited to: (1) Town of Bow municipal or school government bodies performing necessary, required government duties and/or (2) Bow community interest groups devoted to meeting the educational,

social, or recreational needs and the development and betterment of Bow residents. TOWN OF BOW 15906 3/8/2017 B. Organizations wanting to post a sign must apply for and receive a permit from the Parks and Recreation Department. Seasonal signs or repeat signs will require a permit each time; however an extended seasonal permit may be used. C. The Town of Bow may limit how many signs may be allowed at a certain time to prevent crowding. D. Signs will only be allowed in areas approved by the Town of Bow. A map is available explaining where the signs may be placed. E. The maximum size of each sign shall be 32 sq. ft. and the maximum height of each sign shall be 8 ft. Any requests for a sign larger than 32 sq. ft. shall be submitted in writing to the Board of Selectmen for its review and decision. F. Signs may be inserted in the ground by ground stakes only, unless an alternative method is approved. After removing the sign stakes, all holes need to be filled in. G. No lighting of signs or use of electricity is allowed.

If you have any questions, please contact me.

Thank you.

Darcy E. Little

Director | Parks and Recreation Department
Town of Bow, NH
603.223.3920
10 Grandview Road, Bow, NH 03304
www.bownh.gov

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