

Board of Selectmen
Unapproved Minutes
Tuesday, October 13, 2020

On Tuesday, October 13, 2020, at 6:00 p.m., the Board of Selectmen met in Meeting Room B, at the Town of Bow Municipal Building, 10 Grandview Road, Bow, NH. In accordance with the State and Federal recommendations of social distancing, this meeting was held via Zoom Meeting Software for public access.

I. CALL TO ORDER

At 6:00 p.m. Chairman Nicolopoulos called the Board of Selectmen Meeting to order in Meeting Room B. Present: Chairman Christopher Nicolopoulos, Vice Chair Colleen Hunter, Selectman Michael Wayne, Selectman Matthew Poulin, Selectman Bruce Marshall, Town Manager David Stack, Finance Director Geoff Ruggles, and members of the public.

II. PUBLIC COMMENT - None

III. MEETING

1. Jonathan Pietrangelo – Appointment to the Planning Board

Jonathan Pietrangelo, 5 Whittier Drive introduced himself to the Board and discussed his education, experience and his desire to serve on the Planning Board.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Wayne to appoint Jonathan Pietrangelo as an alternate on the Planning Board for a term ending in May of 2023. MOTION PASSED 5-0.

2. Thomas Zyliak – Permit to Bait Deer

Mr. Zyliak was not in attendance, therefore this agenda item was not discussed.

IV. CONSENT AGENDA

1. Warrant for the 2020 General Election
2. Current Use – 64 South Bow Road – Nathan & Alyssa Woodbury \$9,820.00
3. MS-1 Summary Inventory of Valuation
4. Appointment Form – Jonathan Pietrangelo
5. Third Quarter Sewer Warrant

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Hunter to approve the Consent Agenda as presented. MOTION PASSED 5-0.

V. TOWN MANAGER'S REPORT

Elections Grant: The Town has received a grant of \$5,000 from the Center for Tech and Civic Life (CTCL) for the public purpose of planning and operationalizing safe and secure election administration in the Town of Bow.

PRIMEX: The Town has been approved for renewal for the PRIME program.

DPW personnel: The Town has made a tentative offer to a candidate to fill the open heavy equipment operator position at the DPW.

PD personnel: I participated on the citizen's interview panel, we interviewed the two final candidates. A finalist has been chosen and he will now move on to the next part of screening process.

Dunklee/3A Project: I attended the monthly progress meeting on Thursday. Over the next 4 weeks, Audley will be installing an additional rigid frame structure on the downstream end of the bridge.

Rotary Speaker: Recreation Director Darcy Little was the guest speaker at our Rotary. She did a great job recounting her first six months on the job.

Sports Car Rally: On Sunday, Oct 18, 2020, the Sports Car Club of NH is holding an automobile rally. The route will start at the park and ride on Clinton Street, and pass through Bow and numerous other towns on the way to Loudon. It is not a race and rallyists will be traveling at or below the posted speed limits in ordinary vehicles.

Selectman Wayne asked about the Street Light Conversion, Town Manager Stack reported Affinity Lighting is still working on the inventory with Unutil.

VI. DISCUSSION/ACTION ITEMS

1. Acceptance of September 22, 2020 and October 6, 2020 Meeting Minutes

A MOTION was made by Vice Chair Hunter and duly seconded by Selectman Wayne to approve the September 22, 2020 Meeting Minutes as amended. MOTION PASSED 5-0.

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Hunter, to approve the October 6, 2020 Meeting Minutes as presented.

2. Pushee/Chadwick Land Donation Decision per RSA 41:14-a

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Hunter to accept the Pushee/Chadwick Land Donation with gratitude, and to authorize Town Manager Stack to sign any necessary documents. MOTION PASSED 5-0.

3. MS-1 Report – Bow Net Assessed Value 2019 to 2020

Town Manager Stack reviewed with the Board the Net Assessed Value from 2019 to 2020.

4. Heritage Commission and Coffin Building Status Report

As a follow up from the last meeting, the Board had requested Chief Harrington to take a look at the Coffin House, and determine if it could be used as a meeting space based on Eric Anderson's space needs draft.

The Board reviewed two memos one from Chief Harrington's dated September 24, 2020 identifying what would need to be done to the building to make it compliant based on the space needs draft, and one from Parks & Recreation Director Little requesting to use the Coffin Building for classes and arts and crafts.

There was some back and forth discussion concerning Chief Harrington's memo and how the Parks and Recreation Department could utilize the space with a limited number of persons, and how the Heritage Commission would be able to best use the space.

A MOTION was made by Vice Chair Hunter and duly seconded by Selectman Marshall to establish the Buildings Committee, and have them review the Coffin Building space for use by the Town and Town Committees. MOTION PASSED 5-0.

5. Short Street renaming to Tyler Drive

As a follow up from the September 22, 2020 meeting Town Manager Stack confirmed Tyler Drive would not cause a problem for the E911 System. The Board will move forward with renaming Short Street to Tyler Drive.

6. Board of Selectmen Meetings – Public Access going forward

The Board discussed opening the meetings to the public in a physical capacity, while still keeping public access available by Zoom Meeting Software and YouTube live. The consensus was to allow the public to come in or attend remotely by Zoom/YouTube live.

7. Bow Rotary Banner

The Board reviewed a request from Bow Rotary Club to display a sign honoring first responders and essential workers, while celebrating the Bow Rotary's 50 year Anniversary.

A MOTION was made by Vice Chair Hunter and duly seconded by Selectman Marshall to permit the Bow Rotary Club to display their banner at Rotary Park until December 10, 2020.

8. Withdrawal from Fire Suppression Water Supply CRF

The Board reviewed a memo from Finance Director Geoff Ruggles requesting to withdraw \$400.00 from the Fire Suppression Water Supply Capital Reserve Fund to replace the cover on the cistern located on Dicandra Drive, as recommended from a recent inspection.

A MOTION was made by Vice Chair Hunter and Selectman Poulin to allow the withdrawal in the amount of \$400.00 from the Fire Suppression Water Supply Capital Reserve Fund. MOTION PASSED 5-0.

9. Acceptance of Election Costs Grant

The Board reviewed Finance Director Ruggles memo dated October 8, 2020 requesting the Board accept a grant in the amount of \$5,000 from the Center for Tech and Civic Life. This grant is designated to cover election administration costs such as hiring, training, hazard pay and temporary staffing.

A MOTION was made by Vice Chair Hunter and duly seconded by Selectman Poulin to accept the grant from the Center for Tech and Civic Life in the amount of \$5,000 to cover election administration costs. MOTION PASSED 5-0.

VII. REPORTS

1. Right to Know Log

The Board reviewed the Right to Know Log noting one new Right to Know Request since their last meeting.

VIII. BOTTOM LINES

Chairman Nicolopoulos commended the DPW crew on their professionalism and customer service, over the summer they paved his neighborhood and every night when they left everything was cleaned up and organized, they were amazing.

Vice Chair Hunter asked about the siding being repaired at the Department of Public Works and the open Account Clerk position in the Town Clerk's Office.

Selectman Poulin discussed with the Board who was planning on being at the elections and shared his concern regarding the Peaslee Road right of way that was made into a motorcross track.

Selectman Wayne None

Selectman Marshall None

IX. NON-PUBLIC SESSION RSA 91-A:3

X. ADJOURNMENT

At 6:30 p.m. a MOTION was made by Selectman Poulin and duly seconded by Selectman Marshall to adjourn the meeting. MOTION PASSED 5-0.