

Call to order

David Cook (Building and Facilities Advisory Committee Representative) - voting
Colleen Hunter - voting
Janet Shaw - voting
Tim Fish - voting
Jennifer Connelly - non-voting
Chris Andrews - non-voting
Matt Poulin (Select Board Representative) - voting
Brian Murphy - voting

The committee read the charge of the Town Center Committee.

Public Comment

Current community building - 2025 is deadline to get building up to life safety code requirement.
Can work with Fire Marshal for extension.

Historically, The Town of Bow has a "Bow Center" it's an area at the end of White Rock Road and Bow Center Road by the Town Hall. Concern brought up is that the committee should avoid the use of "Bow Center" for the name of the area with the current community building, gazebo, Coffin house and landfill parcels of land.

Discussion/Action Items

Committee Members need to fill out applications for committee membership.

1. Positions determined - appointees
 - a. Chair - Brian Murphy
 - b. Vice-Chair - Tim Fish
 - c. Secretary - Colleen Hunter

Motion - Matt Poulin
2nd David Cook
Aye - 6
Nay - 0

2. Create advertisement and send to team to review - Brian
Comment to - Brian only

Include Chris Andrews email

4. List Bow Organizations to Approach for Needs and Wants
 - a. Bow Parks and Recreation - Darcy (can include Jennifer Connelly)
 - b. Rotary
 - c. Mens Club
 - d. Garden Club
 - e. Young at Heart
 - f. Heritage Commission
 - g. Fire Chief
 - h. Police Chief

- l. Library
- j. Emergency Management
- k. White Rock - members
- l. Town Moderator
- m. Town Clerk
- n. Bow Athletic Club
- o. Scouts (cub, boys, girls)
- p. Bow Soccer Club
- q. Bow School District
- r. Bow Bulldogs Football
- s. Bow Pioneers
- t. Bow Open Spaces

Send survey to organization in advance of meeting with the organization to allow them to prepare responses.

3. Generate Needs and Wants Survey

How often does your organization use the community service building or surrounding land?

- 1-5 hours per week
- 1-5 hours per month
- 1-5 hours per quarter
- 1-5 hours per half year
- 1-5 hours per year

What is in the current community center, gazebo property, upper field above coffin building?

Each committee member will come to next meeting with at least one question.

Chris Andrews to provide previous surveys created and data collected/analyzed in time for board members to review prior to next meeting.

5. Strategy for business in Coffin Building

- a. No discussion.

6. Bow Town Center Website Review

The website is a method to inform the public of what the committee is doing. Once the website is setup, can provide an "advertisement" to Chuck Douglas to list in the Bow Times. Website can be migrated to the Town Website. Recommendation is to not include an open comment option on the website. Drive public comment to the meetings.

Reports

No reports

Adjournment

Motion. - Tim Fish
2nd - Matt Poulin