

Town of Bow
Board of Selectmen
Approved Minutes
April 2, 2019

The Board of Selectmen met on Tuesday, April 2, 2019, at 6:00 p.m. at the Town of Bow Municipal Building, 10 Grandview Road, Meeting Rm. A.

I. CALL TO ORDER

Chairman Nicolopoulos called the meeting to order at 6:00 p.m. Present: Chairman Christopher Nicolopoulos, Vice Chair Colleen Hunter, Selectman Harry Judd, Selectman Matthew Poulin, Selectman Michael Wayne, Town Manager David Stack, Administrative Assistant Tonia Lindquist and members of the public.

A MOTION was made by Selectman Judd and duly seconded by Selectman Wayne to have Chairman Nicolopoulos and Vice Chair Hunter remain as Chairman and Vice Chair for another term. MOTION PASSED 5-0

All in attendance stood for the Pledge of Allegiance

II. PUBLIC COMMENT

None

III. PUBLIC HEARING

None

IV. MEETINGS

1. Monica Hurley, Assessing Agent, Cochrane Consulting

Reviewed with the Board her memo concerning the 2019 Revaluation Project, that started in November of 2018 and will commence in October of 2019. These evaluations are mandated by the state every 5 years and our last re-evaluation was 2014.

Assessor Hurley discussed an abatement on a local business in town with the Board as a follow up from the last meeting. The Board was seeking clarification on the monetary difference in value between the selling price and assessed value.

The property was offered on the open market for two years with a starting asking price of \$679,000. The 2017 assessment was \$863,000. By the end of 2017 the asking price had been reduced to \$495,000. The property sold in July of 2018 with a recorded sale price of \$365,000.

It would be difficult to defend the valuation of \$863,000 with the BTLA when the property sold for \$365,000.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Judd to approve the proposed settlement agreement in the amount of \$10,042.01. MOTION PASSED 5-0.

2. Rich Oberman, President of the Men's Club

Addressed the Board to report the Men's Club has purchased a Storage Shed from Agway, and would like to request approval on two proposed locations.

The first proposed location is in the corner of the Community Center parking lot near the pole in the corner by the Coffin Building. This would be the preferred location for the Men's Club. The second proposed location would be at the Old Town Hall behind the building along the side.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Judd to approve the Men's Club storage shed to be located at the Old Town Hall, behind the building, with the following stipulations:

- *The Town will have the street light turned back on at the pole in the back of the Old Town Hall and will be responsible for the monthly expense of having the light back on.*
- *The Men's Club will pay for the meter to be installed if they choose to have electricity to the shed.*
- *The Men's Club will purchase the storage shed, and will donate it to the Town, and the Town will lease it to the Men's Club for \$1.00 per year, with exclusive rights to the building.*
- *The Men's Club will be responsible for insuring the shed and the contents of the building.*

MOTION PASSED 3-0-2. Selectman Wayne and Selectman Poulin recused themselves.

Linda Millman, 80 Robinson Road came to talk about the letter from Peter and Kristen Cook who shared their concerns about the proposed subdivision that is currently before the Planning Board. Chairman Nicolopoulos explained to Ms. Millman the Board has no say over the decision the Planning Board makes.

V. TOWN MANAGER'S REPORT

Town Manager Stack provided information on the following items:

- Alexander Cemetery Project
- Solid Waste Hauling Contract
- Outstanding Projects List
- Dunklee Road Bridge Project
- Trees on Logging Hill Road
- 1310 Route 3A Property
- Food Truck at the Community Building
- House on Birchdale Road

VI. CONSENT AGENDA

1. Upper Merrimack River Local Advisory Committee Nomination
2. MS-232 Report of Appropriations Actually Voted
3. Bryan & Margaret Westover – 63 Robinson Road- Current Use \$550.00
4. Continental Paving – Excavation Tax \$ 1,900.22
5. Continental Paving – Intent to Cut - \$522.14
6. Continental Paving – Intent to Excavate
7. Ryan Audley – Intent to Excavate
8. Ryan Stacy, LLC – Excavation Tax - \$80.00
9. Coastal Properties – 451 South River Road, - \$165.66
10. Geoff Ruggles – Sewer interest abatement is due – Bow School District \$17.81
11. New Hampshire Land Investment – 15 Pinnacle Lane - \$104.88
12. Notice to Excavate – 652 River Road – Pike Severance
13. Notice to Excavate – 1298 Route 3A – Clark Heintz
14. Notice to Excavate – Dunklee Road- Kimberly Chapman
15. Notice to Excavate – Ryan Road – Kimberly Chapman
16. Notice to Excavate – River Road – Merlin Chapman
17. Gravel Tax – Clark Heinz, LLC - \$87.12
18. Gravel Tax – 164C Dunklee LLC - \$0.00
19. Gravel Tax – New Siteworks LLC - \$2.52
20. Gravel Tax – Coastal Bow Properties, LLC - \$269.86
21. Gravel Tax – 164C Dunklee LLC - \$3,178.58

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

VII. OLD BUSINESS

1. Acceptance of March 12, 2019, Meeting Minutes.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Judd to accept the March 12, 2019, Meeting Minutes as presented. MOTION PASSED 5-0.

2. Boy Scout Storage at Coffin Building

The Board discussed and reviewed the written request from Eben Herrick to extend the use of the space at the Coffin Building to the end of June 2019.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Judd to authorize the Boy Scouts the use of the space at the Coffin Building until the end of June, 2019. MOTION PASSED 5-0.

3. Nesbitt/Smokey Street name and re-numbering

The Board briefly discussed the revision made at the Planning Board meeting that would eliminate the need to rename/renumber Nesbitt/Smokey, therefore the Board will take this off the Agenda until further notice.

4. Proposed Parks, Recreational Facilities and Public Lands Regulations and Fees

The Board reviewed the Proposed Parks, Recreational Facilities and Public Lands regulations Fees and recommended the following changes:

- Under Section 134-3 to take out Bow High School Tennis Courts.
- Under Section 134-3 (E) Group V, change the fee to \$15.00
- Under Section 134-3 take out “*and recreational facilities*”
- Under Section 134-13 (C) write out twenty-one
- Under Section 134-13 (2) Group II change it to designated Bow Youth Organizations
- Under Section 134-14 take out *sponsored by an agency of the Town of Bow*

A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to adopt the Proposed Parks, Recreational Facilities and Public Lands regulations and fees as amended. MOTION PASSED 5-0.

5. Policy for Gifting of Service Weapons

Chief Margaret Lougee reviewed with the Board her Memo of February 18, 2019, concerning the Gifting of Service Weapons Policy

The Board discussed the minimum years the weapon itself must be used in Bow before it is gifted, and the transfer of ownership, and how the transfer of ownership should be written.

A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to approve the Gifting Policy for Service Weapons contingent upon, the weapon must be used for a minimum of two years in Bow, and the transfer of ownership must be from the Town of Bow to the Police Association, and a record of the transfer of ownership will remain in the Officer's personnel file. MOTION PASSED 5-0.

6. Social Media Policy

The Board discussed the proposed Social Media Policy, and the Town departments that currently have a Facebook Page.

The Board would like Town Manger Stack to have administrative access to the current department Facebook pages, and Selectman Judd recommended there be a consistent disclaimer on each department Facebook page.

A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to adopt the Social Media Policy with the Board recommendations. MOTION PASSED 5-0.

7. Outstanding Projects List

Town Manager Stack reviewed with the Board the Outstanding Projects List and updated the Board accordingly.

VIII. NEW BUSINESS

1. Ordinance No. 19-02, Records Retention Policy

Town Manager Stack discussed with the Board the Records Retention Policy he created for the Town to be in compliance with state and federal laws and to have a uniform policy for Departments to follow.

Selectman Judd recommended that we reach out to Jill Hadaway, our former Town Clerk / Tax Collector, she may have information that could be useful to the Records Retention Committee.

The Board will put this on the Agenda for next meeting.

2. Administrative Policy No. 19-01-AP, Sale of Tax Deeded property

Town Manager Stack discussed with the Board the Sale of Tax Deeded Property Policy and requested clarification from the Board concerning the determination of status and when the Board would like to receive the list of tax deeded properties eligible for sale.

A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to adopt Administrative Policy No. 19-01 Sale of Tax Deeded Property. MOTION PASSED 5-0.

3. Approval for 2019 Street Sweeping Contract.

The Board reviewed a memo dated March 29, 2019, from Town Manager Stack requesting authorization to enter into a contract with Mike Rabbit Enterprise, LLC for the renewal of the Street Sweeping contract.

A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to enter into a contract with Mike Rabbit Enterprise, LLC for the renewal of the street sweeping contract and to authorize the Town Manager to execute the agreement. MOTION PASSED 5-0.

4. Letter from Kristen and Peter Cook concerning Nesbitt/Smokey Road

The Board acknowledged the letter sent via email to Selectman Judd from Kristen and Peter Cook sharing their concern on the proposed subdivision before the Planning Board.

Chairman Nicolopoulos reiterated the Board's role in the proposed subdivision, which is the naming of the Street if that needs to be addressed, otherwise that is the extent of the Board's role in the proposed subdivision.

5. Board Elections and Committee Assignments

The Board discussed their respective committee assignments and made the following changes:

Committee	Primary	Alternate
Planning Board	Mike	Harry
BDC	Matt	Colleen
CIP	Colleen	Mike
Budget Committee	Chris	Harry
Heritage Commission	Colleen	Matt
South Bow TIF Administrator	Matt	Harry
Bow Business Corridor TIF Administrator	Matt	Harry

IX. BOTTOM LINES

Selectman Nicolopoulos attended a meeting at the Department of Transportation, concerning the I-93/I-89 highway project. Selectman Nicolopoulos said it was a very positive meeting that DOT is willing to work with the Town and they are willing to come talk to the Board.

Selectman Hunter let the Board know she has asked Sheri Crisp to create two different Town Seals and Selectman Hunter would like the residents to vote on their favorite one, once the two seals are completed.

Selectman Judd would like to request from our Town Counsel that when they write an opinion that it be written on their respective letterhead and sent as an attachment.

Selectman Judd would like to make sure the Board follows up on the dispatch issue, he would like to make sure this stays on the agenda.

Selectman Judd received a request from the Supervisors of the Checklist to decide how the space at the Community Building will be used for voting. Selectman Hunter suggested we have the two Chief's, Mridula, the Supervisors, Noel and Moderator Imse to meet with the Board to go over the best way to utilize the space for voting.

Selectman Poulin didn't have any bottom lines, but wished Selectman Nicolopoulos a Happy Birthday.

Selectman Wayne inquired where the non-public session minutes are kept. Ms. Lindquist stated in her office in the minutes book.

X. NON-PUBLIC SESSION

At 8:20 p.m. a MOTION was made by Selectman Judd, and duly seconded by Selectman Poulin, to enter into non-public session in accordance with RSA 91-A:3, II (a), (c), and (e) MOTION PASSED 5-0 and a roll call was taken: Selectman Nicolopoulos – yes, Selectman Hunter – yes, Selectman Judd – yes, Selectman Poulin – yes, Selectman Wayne – yes.

At 9:50 p.m., a MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to come out of non-public session.

XI. ADJOURNMENT

At 9:50 p.m. a MOTION was made by Selectman Poulin and duly seconded by Selectman Wayne to adjourn the meeting. MOTION PASSED 5-0.