

Board of Selectmen  
Approved Minutes  
**Tuesday, April 13, 2021**

On Tuesday, April 13, 2021, 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. In accordance with the State and Federal recommendations of social distancing, this meeting was held via Zoom Meeting Software and streamed live on YouTube for public access and participation.

## **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 Bruce Marshall, Selectman Colleen Hunter, Selectman Matthew Poulin Town Manager David Stack, Buildings and Facilities Manager Chris Andrews, Administrative Assistant, Tonia Lindquist and members of the public.

Selectman Wayne was not present.

## **II. PUBLIC COMMENT**

**Bob Watt, 2 Bow Center Road,** Mr. Watt shared his concern regarding new construction, impact fees. The Town used to have impact fees for residential new construction and it is his understanding this is no longer the case.

Chairman Nicolopoulos confirmed there are impact fees, but it currently only covers the commitment the Town made to the Public Safety.

Chairman Nicolopoulos suggested the Board defer to the Planning Board to share Mr. Watt's concerns.

## **III. PUBLIC HEARING**

## **IV. MEETINGS**

### **1. Bow Athletic Club (BAC) and Chris Andrews, Buildings and Facilities Manager**

Bryce Larrabee and Robyn Malone with the Bow Athletic Club, came to request from the Board to replace the batting cage at Gergler Field, purchase a new batting cage for Sargent Field, and purchase sheds for Goodwin Field and Sargent Field.

*A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Marshall to accept the donation of two sheds for Goodwin Field and Sargent Field, and approve the replacement batting cage at Gergler Field and the purchase of a new batting cage at Sargent Field. MOTION PASSED 4-0.*

The Board briefly discussed the Bow Athletic Club Real Estate Lease. The proposed lease is being reviewed by Town Counsel, and Primex for the insurance section of the agreement.

Vice Chair Marshall recommended extending the current lease to June 1, 2021, to allow adequate time for review by Town Counsel and Primex.

*A MOTION was made by Vice Chair Marshall and duly seconded by Selectman Poulin to extend the current Bow Athletic Club Real Estate Lease to June 1, 2021, to allow for adequate time for Town Counsel review. MOTION PASSED 4-0.*

*Mr. Larrabee shared his concern that the current lease has expired. Chairman Nicolopoulos stated they would renew it from the time it has expired until June 1, 2021.*

## **2. Heritage Commission – Quilt Discussion**

Buildings and Facilities Manager, Chris Andrews updated the Board that he is working with the Heritage commission on a suitable location for the historical quilt.

## **V. CONSENT AGENDA**

1. Sewer Warrant
2. Intent to Cut – Ryan Audley – 31-2-185
3. Intent to Excavate – 35-2-184 – Jeff Knight
4. Intent to Excavate – 652 River Road – Coastal Properties
5. Intent to Excavate – 1113 route 3A – Ryan Audley
6. Timber Tax – Ryan Audley – 31-2-185- \$0.00
7. Timber Tax – Bryan and Margaret Westover- 63 Robinson Road -\$0.00
8. Timber Tax – Hamilton Court, LLC – PO Box 3608 -\$16.05
9. Timber Tax – Mary Mcalister and Kristopher McDaniel – 141 Page Road - \$382.29
10. Gravel Tax – Clark Heinz – 4 Holly Circle - \$1.80
11. Gravel Tax – 35-2-184-A – Keller Products - \$380.60
12. Gravel Tax – Coastal Bow Properties – 652 River Road - \$71.76
13. Gravel Tax – New Siteworks LLC – 58 Jay Drive - \$4.32
14. Gravel Tax – RyanStacy, LLC – 11 Vaughn Road - \$40.00
15. Current Use – 93 White Rock Hill Road – Kristen Smith - \$11,790.00
16. Current Use – 38 Hamilton Court – Hamilton Court, LLC - \$10,300.00
17. Current Use – 26 Hamilton Court – Hamilton Court, LLC - \$9,800.00
18. Tax Abatement – Statewide Holding – 3 Cardinal Drive - \$1,569.00 plus interest
19. MS-232 Report of Appropriations Actually Vote

*A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Marshall to approve all of the consent agenda items as presented, except for, consent agenda item No. 3 and No. 11. MOTION PASSED 4-0.*

*A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Marshall to approve consent agenda items No. 3 and No. 11. MOTION PASSED 3-0-1. Selectmen Hunter abstained from voting.*

## **VI. TOWN MANAGER'S REPORT**

Town Manager Stack reported on the following items:

- **Fueling station replacement:** The contract is being signed.
- **Salt storage building:** The Town received two bids. Chris Andrews is working with the low bidder on project details prior to Board consideration at the April 27, 2021 meeting. The Town of Hooksett has agreed to allow us to store excess salt in one of their storage buildings while our shed is under construction.
- **Address signs at Town recreational sites:** The Town will be installing signs at parks and recreation areas noting the address of the particular facility. This will help with people who need to place emergency calls to E-911.
- **Officer Swearing-in Ceremony:** The swearing in ceremony for our two newest police officers will be held on Thursday, April 22, 2021 at 4:30 p.m., at the Safety Center.
- **Dunklee Road/Rte. 3A Project:** The project startup meeting will be held on April 21, 2021.
- **Grounds Worker (seasonal) opening:** The position has been posted. This person will work with Tyler Aborn on parks and fields maintenance.
- **BYC property purchase:** Darcy Little will provide an update on the status of the transition.

Parks and Recreation Director Little updated the Board on the transition to Bow Youth Center noting she has reviewed the software program, observed the before and after school program, met with staff members, reached out to the school on renting the cafeteria if need be and is currently working on the enrollment packets.

Chairman Nicolopoulos commended Director Little, he met with her this past week and clearly, she is prepared.

- **Summer Camp registration:** There are currently 77 children that have been registered and there are 19 openings. Signups are now open for non-residents.
- **Fishing signs:** Bob Ives will be purchasing additional signs to be installed at the Town Pond. They will state that fishing is reserved for children 14 years of age or younger.

Selectman Poulin asked if the Town will be purchasing these signs since Mr. Ives does a lot for the Town. Town Manager Stack will look into the matter.

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

### **1. Acceptance of March 9, 2021, March 15, 2021 and March 23, 2021 Meeting Minutes**

A MOTION was made by Vice Chair Marshall and duly seconded by Selectman Poulin to approve the March 9, 2021, March 15, 2021 and March 23, 2021 meeting minutes, noting amendments to the March 23, 2021 minutes. MOTION PASSED 4-0.

### **2. Board of Selectmen By-laws**

The Board will table this agenda item until the April 27, 2021, meeting to allow for further review by the Board.

### **3. Town Governance Study Committee**

The Board discussed the citizen interest in forming a committee to review all options for alternative forms of government. Town Manager Stack will reach out to members of our community for volunteer participants.

Vice Chair Marshall would like Town Manager Stack to add to the committee description the following verbiage: “to make sure the Town is meeting our constitutional requirement to provide access to adequate voting”.

### **4. Proposed Town Fee Changes**

The Board reviewed the following proposed fee changes:

#### **Cemetery Fees**

- Grave opening, ~~\$550~~ Monday through Friday \$675.00
- Overtime grave opening ~~\$650~~ Saturday \$875, ~~\$750~~ Sunday and Holidays \$975
- Cremains grave opening ~~\$200~~ \$275 Monday to Friday.
- Overtime cremains grave opening ~~\$250~~ \$425.00 Saturdays; ~~\$300~~ \$475.00 Sundays and Holidays.

#### **Fire Department – Ambulance**

- BLS transport ~~\$675~~ \$800.00
- ALS, I transport ~~\$900~~ \$1,150.00
- ALS II transport ~~\$1,525~~ \$1,690.00
- Loaded Miles ~~\$15.00~~ \$18.00

#### **Fire Department – Blasting Permit**

- Commercial Fireworks Display - \$200.00 (being moved from Police Department Fees)

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Police Department – Police Detail

- Police officer for School District - ~~\$70.00~~ \$75.00

*Vice Chair Marshall shared his concern that the facility changes weren't included, in the fee changes considering the additional cost of cleaning those facilities.*

Town Manager Stack will incorporate the fee changes for the facilities as part of the public hearing.

*Chairman Nicolopoulos would like the Town to look at the Class VI roads, he received an email from a resident indicating somebody's encroaching on those roads.*

Town Manager will follow up with Chief Harrington and Director Sweeney

*Chairman Nicolopoulos has spoken to Town Moderator Peter Imse concerning Selectmen coverage for the upcoming Special Election. This will not be as busy as a regular election and Chairman Nicolopoulos recommended the Board take shifts.*

*Chairman Nicolopoulos received an email over the weekend from a concerned resident regarding the parking on Beaver Brook Drive. The Board had tabled putting no parking signs up on Beaver Brook Drive to look into the location of those signs. Chairman Nicolopoulos asked if the Board would like to revisit the "no parking" signs again.*

Vice Chair Marshall stated he didn't think it would be an issue moving forward. No Motion was made.

## **VIII. REPORTS**

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

The Board reviewed the Right to Know log.

### **2. Outstanding Projects List**

The Board reviewed the outstanding projects list and updated accordingly.

### **3. Cell Tower**

Selectman Poulin would like more information concerning the community group that was working on this.

Town Manager Stack will get that information to Selectman Poulin.

Chairman Nicolopoulos wanted to note for the record, Selectman Wayne had requested to serve on the I-89/I-93 Extension Project Committee. Chairman Nicolopoulos will step down from that

committee to allow Vice Chair Marshall to serve as the Selectmen Representative and Selectman Wayne to serve as Alternate.

*A MOTION was made by Selectman Marshall and duly seconded by Selectman Poulin to accept the change in committee roles for the I-89/I-93 expansion project. MOTION PASSED 4-0.*

## **IX. BOTTOM LINES**

Chairman Nicolopoulos took a moment to thank Director Little for the work she is putting into the transition to Bow Youth Center.

Vice Chair Marshall thanked Tim Sweeney for pursuing the street sweeper he saw the sweeper on his street and it was a good cleaning, DPW is doing a great job cleaning the streets with it.

Selectman Hunter echoed Vice Chair Marshall's comments regarding the street sweeper and thanked Tim and everyone at DPW for removing signs in neighborhoods where the signs have deteriorated, and for fixing the drainage issue on Hope Lane.

Selectman Poulin gave an update to the board on water with Concord. Selectman Poulin wanted to follow up in regards to Trustee of the Trust Fund member Jon Caron, and his concerns with the declining capital reserve. Selectman Hunter explained why they are showing a decline.

Town Manager Stack will get an explanation to Jon Caron.

## **X. NON-PUBLIC SESSION RSA 91-A:3 (d) and (a)**

Sand Pit and personnel

*At 7:07 p.m. a MOTION was made by Vice Chair Marshall and duly seconded by Selectman Poulin to enter into a non-public session in accordance with RSA 91-A:3 II (e), and a roll call was taken: Chairman Nicolopoulos – yes, Vice Chair Marshall – yes, Selectman Hunter – yes, Selectman Poulin – yes, Selectman Wayne – not present.*

*At 7:47 p.m. a MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to come out of non-public session. MOTION PASSED 4-0.*

*A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Marshall to seal the minutes for 5 years. MOTION PASSED 4-0.*

## **XI. ADJOURNMENT**

*At 7:47 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to adjourn. MOTION PASSED 4-0.*