

**Board of Selectmen  
Approved Minutes  
Monday, February 7, 2022**

On Monday, February 7, 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, Vice Chairman Bruce Marshall, Selectman Colleen Hunter, Selectman Michael Wayne, Town Manager David Stack, Administrative Assistant Tonia Lindquist, and members of the public.

*Selectman Matt Poulin arrived at 6:14 p.m.*

**II. PUBLIC COMMENT**

**Tom O'Donovan, Bow Drinking Water Protection Committee**, echoed Selectman Wayne's sentiments on the excellent work the Department of Public Works did on the roads, and shared a friendly reminder on the Green SnowPro Initiative, which Mr. Stack reported that the Department of Public Works has already completed that program.

**III. PUBLIC HEARING**

None

**IV. MEETINGS**

**1. Chief Ken Miller, Sgt. Matt Pratte - K9 Proposal and Body Cameras**

***K-9 Proposal***

Chief Ken Miller, Sgt Matt Pratte and Officer LeBlanc came before the board to discuss the police departments desire to continue the K-9 program once Roxy retires.

Chief Miller discussed the benefits of having a K-9 unit. The State Police will provide training for free, and hand pick the best dog they think will do well in the training program. Veterinary costs are donated, and the food could potentially be donated as well.

Chairman Nicolopoulos stated during the budget process, the Board didn't feel it could be done this year, but encouraged the Police Department to fundraise for the purchase of a new dog.

## ***Body Cameras***

As a follow up from last meeting, Chairman Nicolopoulos had wanted to wait for Vice Chair Marshall's return before making a motion on the body cameras. With Vice Chair Marshall present, Chairman Nicolopoulos asked if there was a motion to approve the body cameras.

*A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to approve the purchase of the body cameras in the amount of \$72,563.80 from Axon Enterprise with funds available from the ARPA grant. MOTION PASSED 4-1.*

## **2. Governance Committee Report**

The Board tabled this agenda item until the February 22, 2022 meeting.

## **3. Darcy Little – Parks and Recreation Department Updates**

Director Little discussed with the Board her current staffing, staffing changes, hourly rates for staff, Parks and Recreation current programs, summer camp and the Bow Recreation Center summer program.

Director Little shared her concern with the Bow Athletic Club and Bow Soccer Club in regards to using the town fields. As of right now, the Town has not received a payment from Bow Athletic Club or Bow Soccer Club since 2019. That is an estimated loss of about \$3,000 per year. With spring right around the corner these organizations have begun reaching out to reserve fields and she would like direction from the Board on the best way to proceed.

The Board recommended Director Little not allow the fields to be reserved this year until last year's fees have been paid, and to update the form so that it is noticed in bold they are reserving the fields under the agreement they will be committed to paying \$5.00 per player, per season and failure to do so will limit their availability to use the fields in the future. The Board would like Darcy to work with Town Manager Stack, and Vice Chair Marshall on this matter.

Director Little shared her concern with the special rates that the NH Comets has received for renting the fields each year for a tournament. Historically the Comets have paid \$500 for two fields for two full days and a night. She asked if the Board wanted to continue with that special rate?

*A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to increase the fee for the Comets Tournament in a step approach to get them back to the regular fee. \$1,000/2022, \$1,500/2023, \$2,500/2024 MOTION PASSED 5-0.*

## **V. CONSENT AGENDA**

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

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3. Abatement – Town of Bow – Bow Bog Road - \$109.00

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

**VI. TOWN MANAGER’S REPORT**

Town Manager Stack reported on the following items:

- **Energy Committee:** Jessica Dunbar is meeting with interested residents on February 16, 2022 to discuss the formation of the Committee, and to look at the current committee charges.
- **Ambulance Billing:** Our billing company, Comstar, recently conducted an audit of patient care reports (PCR) and reported that Comstar did not have to reach out to Bow at all for any missing information on our PCR’s and that they are “very good.”
- **Homeland Security Grant:** Chairman Nicolopoulos would like Town Manager Stack to take the lead on the Homeland Security Grant.

**VII. DISCUSSION/ACTION ITEMS**

**1. Acceptance of January 25, 2022 Meeting Minutes**

*A MOTION was made by Selectman Hunter and duly seconded by Selectman Poulin to approve the January 25, 2022 meeting minutes, as amended with the following corrections:*

*Under the ARPA reports, the water interconnection that was discussed is for Bow Mills/Bow Junction North, not with Hooksett.*

*MOTION PASSED 4-0-1 Vice Chair Marshall abstained from voting, as he was not present at this meeting.*

**2. Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) project approvals:**

**a. Body Cameras: Police Department**

A decision was made earlier under Agenda Item No. IV.

**b. Ventilation Systems: Municipal Building and Community Building**

The Board would like to see a breakdown of the cost for each building.

**c. Bow Junction/Bow Mills Water Extension Design Vaughn to Bow Junction**

The Board would like to meet with the engineers, to discuss the details of the cost, before making a Motion.

**d. Security camera in interview room – Police Department**

*A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to replace the security camera and audio system in the police department interview room, with a system from ENE at a cost of \$3,000, to be paid with funds available from ARPA. MOTION PASSED 5-0.*

The Board discussed briefly the NH DOJ ARPA Grant funds.

**3. Town Meeting Warrant Review**

The Board reviewed the draft Town Meeting Warrant. The Warrant will be prepared for signing by the Board on 2/17/22.

**4. Dunklee Road / Rte. 3A Intersection State Bridge Aid and State Highway Aid Program**

*A MOTION was made by Selectman Hunter and duly seconded by Vice Chair Marshall to authorize Town Manager David Stack to sign the State Bridge Aid Program Project Agreement for Project No. 40346 and 20966 MOTION PASSED 4-0.*

**5. Turee Pond Exotic Species Milfoil Grant: Authorize Town Manager to sign all related documents.**

The Board briefly discussed the Turee Pond Exotic Species Milfoil Grant.

*A MOTION was made by Vice Chair Marshall and duly seconded by Selectman Hunter to authorize Town Manager Stack to sign the Turee Pond Exotic Species Milfoil Grant Agreement. MOTION PASSED 4-0.*

**6. 2022 Assessed Values Update**

The Board reviewed Ms. Hurley’s memo dated February 2, 2022 concerning performing value updates in 2022. The Town is not required to do an update to the values until 2024. No action taken at this time.

**7. Request for banner at Gazebo**

The Board discussed a request from the Citizen Group for a Cell Tower to place a sign on the hill by the gazebo.

*A MOTION was made by Vice Chair Marshall and duly seconded by Selectman Poulin to allow one banner as the group is a community interest group that is seeking to develop the betterment of Bow residents. MOTION PASSED 5-0.*

## **8. GoFundMe page for Bow Recreation Center Purchase**

*A MOTION was made by Selectman Hunter and duly seconded by Selectman Wayne to work with Ms. Lindquist to create a GoFundMe page to raise funds for the Bow Recreation Center as part of the purchase agreement. MOTION PASSED 4-0.*

*Selectman Poulin shared his concerns with GoFundMe, and the recent news events surrounding GoFundMe, and asked if Selectman Hunter would look into alternative electronic fundraising platforms.*

## **VIII. REPORTS**

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

The Board reviewed the Right to Know log.

## **IX. BOTTOM LINES**

Chairman Nicolopoulos: Thank you to Selectman Poulin for shoveling his driveway while he was out of Town. There is a contested selectmen's race so he will not be able to be in the building during the election. The Board will need to make sure there is coverage.

Vice Chair Marshall: Selectman Marshall apologized for not being at the last meeting. He thanked the Board for holding off on voting for the body cameras. He would like Town Manager Stack to find out about the number of dropped 911 cell calls in Bow. Town Manager Stack will look into it and report back to the Board. Kudos to both the fire and ambulance they were at my house in eight minutes for a medical concern.

Selectman Hunter: Selectmen Hunter asked for a status on the purchase of the emergency generator for the Bow Recreation Center. Town Manager Stack reported that the bid advertisement had gone out. Selectman Hunter asked about the Bow Recreation Center sign. Town Manager Stack will follow up and report back to the Board. She thought that the cell tower presentation went really well.

Selectman Poulin: None

Selectman Wayne: Kudos to the Department of Public Works (DPW) on the last storm, that was a mess. He met with Chris Andrews, Selectman Marshall, Dave Cook and Town Manager Stack concerning the Safety Center deficiencies.

**X. NON-PUBLIC SESSION - NH RSA 91-A:3, II (a) Personnel discipline, promotion or compensation.**

*At 7:03 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to go into a non-public session and a roll call was taken. Chairman Nicolopoulos – yes, Vice Chair Marshall – yes, Selectman Hunter – yes, Selectman Poulin – yes, Selectman Wayne – yes. MOTION PASSED 5-0.*

**XI. ADJOURNMENT**

*At 7:45 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectman Hunter to adjourn. MOTION PASSED 5-0.*