

**Board of Selectmen Meeting
Approved Minutes
Tuesday, April 11, 2023**

On Tuesday, April 11, 2023, at 6:00 p.m., the Board of Selectmen met in Meeting Room A, at the Bow Municipal Building, 10 Grandview Road, Bow, NH 03304.

I. CALL TO ORDER

Vice Chair Wayne called the meeting to order. Present: Vice Chair Michael Wayne, Selectman Christopher Nicolopoulos, Selectman Matthew Poulin, Selectwoman Angela Brennan, Selectwoman Eleana Colby, Town Manager David Stack, Community Development Director Karri Makinen, Parks and Recreation Director Darcy Little, Administrative Assistant Tonia Lindquist and members of the public.

The members of the Board and those in attendance stood and said the Pledge of Allegiance.

II. PUBLIC COMMENT

Andy Foote, 3 Logging Hill Road raised the following concerns with the Board: The Supervisors of the Checklist Voter List posting, cell phone use during Board meetings, Selectmen and Town Manager meeting with developers, outside of meeting discussions relating to Chair and Vice Chair elections, and the poor condition/quality of the furniture in the new community development space.

III. PUBLIC HEARINGS - None

IV. MEETINGS

1. Community Development Director – Karri Makinen

Director Makinen gave her department update, and talked about the document scanning project, Cloud Permit, the permitting software that she would like to purchase that would go hand in hand with the DocStar filing storage program the town currently has and her department’s recent move to the 1st floor.

2. Darcy Little – Bow Recreation Summer Schedule

Director Little came before the Board to discuss the changes that were made to the summer program. The camp was becoming harder to run, the camp didn’t have the same kids every week and it was difficult for the staff to remember kids’ names and staff were seeing behavioral problems.

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V. BOARD OF SELECTMEN ELECTIONS AND COMMITTEE ASSIGNMENTS

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to nominate Vice Chair Wayne as Chairman. MOTION PASSED 5-0.

A MOTION was made by Selectwoman Brennan and duly seconded by Selectwoman Colby to nominate Selectman Nicolopoulos as Vice Chair. MOTION PASSED 4-0-1.

VI. CONSENT AGENDA

1. Appointment - Charter Information Committee - Stephen Buckley
2. Appointment - Bow Telecommunications Committee - Michael Wheeler
3. Gravel Tax - Continental Paving - \$1,548.00
4. Gravel Tax - Keller Products - \$150.90
5. Intent to Excavate - 1601 Route 3A - Continental Paving
6. Intent to Excavate - Gordon Road - Kathy Garfield
7. Reappointments to Boards, Committees and Commissions

Larry Haynes, BDC; Wendy Gazaway, BDC; John Meissner, BDC; Sue Wheeler, Heritage Commission; James Dimick, Heritage Commission; Sandra Crystall, Conservation Commission; Beth Titus, Recycling and Solid Waste Committee; Larry Haynes, Bow Business Corridor TIF Advisory Board; Wendy Gazaway, Bow Business Corridor TIF Advisory Board; Bob Ives, ZBA; Joseph Conti, ZBA; Wendy Gazaway, Bow Business Corridor TIF Advisory Board; Bob Ives, ZBA; Wendy Gazaway, South Bow TIF District Advisory Board; Marc Charbonneau, South Bow TIF District Advisory Board; Larry Haynes, South Bow TIF District Advisory Board

8. Water Abatement - Daniel Beauchesne & Patricia Leighton

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Nicolopoulos to approve the consent agenda as presented. MOTION PASSED 5-0.

A MOTION was made by Vice Chair Nicolopoulos and duly seconded by Selectman Poulin to approve the intent to excavate for 1601 Route 3A Continental Paving, Kathy Garfield Gordon Road and approval of Deputy Forest Warden Jennifer Sole. MOTION PASSED 5-0.

VII. TOWN MANAGER'S REPORT

Town Manager Stack presented the Town Manager's Report dated April 7, 2023.

Noting not on his report paving will commence on April 13, 2023 through April 19, 2023.

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Town Manager Stack met with Paul Malandrino Vice President of Operations at Amoskeag Beverages; Amoskeag would like the Town's support in discussions of allowing Amoskeag Beverage to tie into the Concord water line sooner than later for fire protection.

Town Manager Stack met with Peter Levine and Tim Bernier, (Amber Bow Associates) Stu Arnett and Director Makinen to discuss the different phases and where the project was at.

Town Manager Stack is working with Town Counsel on the response to be filed with the courts concerning the cell tower litigation.

VIII. DISCUSSION / ACTION ITEMS

1. Acceptance of the March 27, 2023 Meeting Minutes

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Nicolopoulos to approve the March 27, 2023 meeting minutes as amended. MOTION PASSED 4-0-1. Selectwoman Colby abstained as she was not a member of the Board at that time.

2. Custodian position for Bow Recreation Center and Community Building

The Board briefly discussed a proposed custodian position with the cost that would be shared between the Town and Baker Free Library.

The Board would like more information and tabled this until the next meeting.

3. Bow Telecommunications Committee - Board Charge

Dee Treybig reviewed with the Board her proposed Committee charge. Vice Chair Nicolopoulos would like to see the last line of the charge removed where it discusses funding for professional and independent wireless consulting and RF Services and the committee to have three (3) citizen members.

A MOTION was made by Vice Chair Nicolopoulos and seconded by Selectman Poulin to approve the Bow Telecommunications Charge with the Board recommended changes and to include contiguous towns. MOTION PASSED 5-0.

A MOTION was made by Vice Chair Nicolopoulos and duly seconded by Selectwoman Brennan to nominate Dee Treybig and Deb McCann to the Bow Telecommunications Committee. MOTION PASSED 5-0.

4. Board of Selectmen Bylaws

The Board will table this until the April 25, 2023 meeting.

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5. Field Use Fees

The Board discussed the field use fees briefly; they confirmed \$5.00 per player, per season to be paid by the Bow Athletic Club. The monies received will go into the fields fund.

IX. REPORTS

1. Right to Know Log

The Board reviewed the Right to Know log.

2. Coronavirus State and Local Fiscal Recovery Fund

No change from the 3/27/23.

3. Outstanding Projects

The Board reviewed the Outstanding Projects list and updated accordingly.

4. Dubois & King - Water Extension Project Update

Town Manager Stack reported that Dubois & King will be submitting a cost estimate and proposal to bring this project from 60% design phase to a complete plan ready for bidding. The project will be broken up into three projects - Bow Junction water main, main extension to Bow Mills/Exit 1 area, and water treatment. Dubois & King and WhiteWater are looking at water treatment options, this will have to be done regardless of a water main extension.

5. Meeting Streaming and Recording

Town Manager Stack reported he is looking into different options.

Comments were shared by **Dee Treybig, 15 Branch Londonderry Turnpike E**, concerning Information Technology and what other Towns are doing for their IT needs.

6. Board, Committee and Commission Reappointments and Vacancies

This agenda item was addressed previously in the meeting.

X. BOTTOM LINES

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Vice Chair Nicolopoulos: Congratulations to Mike Wayne on his election as Chair. Congratulations to Eleana Colby and welcome to the Board. Typically, I would thank the person leaving the Board at Town Meeting which normally would happen the day after the elections. I want to thank Bruce Marshall; he was a wonderful Chair, he is a quick and an intelligent lawyer, there were a number of projects we worked together on over the last few years. I am a better Selectman for having had a seat in the same room as him, and I thank him for his service to this Town.

The Board's summer meeting schedule was raised.

A MOTION was made by Vice Chair Nicolopoulos and duly seconded by Selectman Poulin to approve the Board's summer schedule and hold one meeting in June, one in July and one in August. MOTION PASSED 5-0.

Selectman Poulin: Congratulations to Mike and Chris. I too, echo a lot of what Chris has said. Welcome Eleana to the Board and I too want to thank Bruce for three good years. Thanks to the Community Development Department for how quickly they got settled with the move; Karri has done a great job. Thank you to David and Tonia for working with the community development department. Thank you to Dave for continuing to keep us up to date on this water project.

Selectwoman Colby: It's been an adventure; the election was so smooth, thank you to the election workers and volunteers. The organization and knowledge that they have is extraordinary and leads to a smooth election process every time. I have been meeting with different Department Heads and employees and everybody has been so welcoming including the members of the Select Board. Thank you to the many volunteers who serve on the Town's Boards, Committees and Commissions. Drug Take Back Day is Saturday, April 22, 2023 at the police department from 10:00 a.m. to 2:00 p.m.

Selectwoman Brennan: I am going to echo a lot of what has been said. Thank you to the Town election officials, volunteers, Bow Fire, Police, Emergency Management for ensuring another smooth town election day. Thank you to the voters for participating in our Democracy and exercising the right to vote. Congratulations to Eleana and welcome to the Board. Congratulations to Mike and Chris.

Chairman Wayne: I would like to echo everybody's comments. Bruce did an exceptional job; he provided a lot of input and yes, we will be doing something for him. Welcome Eleana and welcome back as Vice Chair Chris. Thank you to the Board for electing me as Chair.

Before adjourning, Selectman Poulin reminded the Board if they could not attend their assigned committee, commission or Board meeting to let their alternate know.

XI. NON-PUBLIC SESSION - NH RSA 91-A:3, II (none)

XII. ADJOURNMENT

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At 7:43 p.m. A MOTION was made by Vice Chair Nicolopoulos and duly seconded by Selectman Poulin to adjourn. MOTION PASSED 5-0.

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