

**Board of Selectmen Meeting  
Unapproved Minutes  
Tuesday, April 25, 2023**

On Tuesday, April 25, 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**

Chairman Wayne called the meeting to order. Present: Chairman Michael Wayne, Vice Chair Christopher Nicolopoulos (via Zoom until 8:00 p.m.) Selectman Matthew Poulin, Selectwoman Angela Brennan, Selectwoman Eleana Colby, Town Manager David Stack, Finance Director Geoff Ruggles, Chairman Tom O'Donovan (Drinking Water Protection Committee), Chairman Sandy Crystall (Conservation Commission), Administrative Assistant Tonia Lindquist and members of the public.

Vice Chair Nicolopoulos joined the meeting remotely, he is in Washington, D.C., and no one was in the room with him.

**II. PUBLIC COMMENT**

Comments were heard from resident: **Andy Foote 3 Logging Hill Road** concerning a correction to the April 11, 2023 minutes, public safety center, cell tower, prime wetlands, beaver removal by any board member.

Comments were heard from the following residents: **Andy Foote (BPSC), 3 Logging Hill Road, Mark Dube (BPSC), 42 Quimby Road, Bill Lemear 6 Rollins Road, Sara McCahan 5 Pine Crest Drive, Jess Place 25 Heidi Lane, Linda Philbrook 4 Rollins Road, Stephanie Watson 298 Page Road,** concerning the ongoing beaver dam activity on the trails off of Pine Crest, and the Bow Pioneers Snow Mobile Club.

Comments were heard from the following residents: **Sandy Crystall Conservation Commission, Jess Place 25 Heidi Lane, Andy Foote (BPSC) 3 Logging Hill Road, Mark Dube (BPSC) 42 Quimby Road,** concerning the trails on Heidi Lane and the Bow Pioneers Snow Mobile Club

**III. PUBLIC HEARINGS - None**

**IV. MEETINGS**

**1. Tom O'Donovan, Drinking Water Protection Committee – Arsenic contamination across Bow**

Chair O'Donovan and Cynthia Klevens came before the Board to discuss well water contamination across Bow, and the points of use treatment equipment recommended by the State to remedy the contamination in the drinking water and the resources on how to obtain these remedies.

**2. Sandra Crystall – Status of Beaver Dam subcommittee**

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Sandy Crystall came before the Board to give an update on the conservation subcommittee and discussed with the Board the proposed charge for such committee.

The Board would like Town Manager Stack to send the proposed charge to them for review.

At this point in the meeting Selectman Nicolopoulos left (7:41 p.m.)

*A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Brennan to move agenda item No. 3, Award of Contract for Road Striping and agenda item No. 2 Custodian Position at the Bow Recreation Center to this point in the meeting. MOTION PASSED 4-0.*

### **Award of Contract for Road Striping**

Director Sweeney discussed with the Board the bid proposals received for road striping. Director Sweeney's recommendation would be to contract with On-the-line Corp, the town has used them before with good results.

*A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Colby to allot \$39,000 from the DPW Road Striping/Tree Removal budget line item and \$10,470 from the Municipal Transportation Improvement Capital Reserve Fund to enter into a contract with On-the-Line Corp for a total of \$49,470 and to authorize Town Manager Stack to sign the contract MOTION PASSED 4-0.*

### **Custodian Position at the Bow Recreation Center**

Buildings and Facilities Manager Chris Andrews and Finance Director Geoff Ruggles, discussed with the Board a proposed custodian position that would be a full-time position shared between the Bow Recreation Center, Baker Free Library and the Buildings and Facilities Department.

Selectman Poulin for the record confirmed approving this position is going to cost the tax payers more money, and the Board did not put forth a budget line item that included this position during budget review.

*A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Brennan to approve a full time Custodian position to be shared between the Baker Free Library and the Town (which will include Bow Recreation Center) in which half of the total budget item will be paid for by the Baker Free Library, and half will be paid for by the Town (general fund) and the Bow Recreation Revolving fund. MOTION PASSED 4-0.*

*A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Brennan to move agenda item No. 6 Bow Telecommunications Committee to this point in the meeting. MOTION PASSED 4-0.*

### **Bow Telecommunications Committee**

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Dee Treybig and Mike Wheeler members of the Telecommunication Committee addressed an email the Board of Selectmen received from resident Matt Furr concerning the wording of the Telecommunication Committee charge whereas the wording of the charge indicates a cost to the town. Ms. Treybig and Mr. Wheeler confirmed there would be no cost to the town.

### **3. Finance Director Geoff Ruggles – 3<sup>rd</sup> Quarter Financial Report**

Finance Director Geoff Ruggles presented the 3<sup>rd</sup> quarter financial report. He noted that revenues are up \$475,000 from last year and operating expenses are up by \$400,000 but projected to be under budget by \$90,000 at the end of the year.

### **V. CONSENT AGENDA**

1. Current Use – 25 Quimby Road – Reagan Trust - \$10,360.00
2. Gravel Tax – New Siteworks, LLC \$8.64
3. Gravel Tax – Coastal Bow Properties, LLC - \$26.64
4. Gravel Tax – Clark Heintz, LLC - \$10.80
5. Intent to Cut – Nancy Drive – Giorgia Ruzzene
6. Intent to Excavate – 1298 Route 3A – Clark Heintz
7. Intent to Excavate – River Road – Merlin Chapman
8. Intent to Excavate – River Road – J Pike Severance
9. Tax Collector’s Prepayment Authorization
10. Utility Billing Warrant - \$61,044.19
11. Yield Tax – Wheeler Family Trust - \$813.50

Ms. Lindquist read into record a water utility billing warrant that was added to the consent agenda.

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

### **VI. TOWN MANAGER’S REPORT**

Town Manager Stack reported that the forbearance letter concerning the safety center has been received, he met with Concord City Manager Tom Aspell concerning the Bow Junction water extension, and Dubois & King have prepared a survey to be sent to potential water users for the proposed water extension project.

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

#### **1. Acceptance of the April 11, 2023 Meeting Minutes**

*A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Brennan to approve the April 11, 2023 meeting minutes as amended. MOTION PASSED 4-0.*

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## **2. Custodian position for Bow Recreation Center and Community Building**

A motion was made to move this item up on the agenda.

## **3. Award of Contract for Road Striping**

A motion was made to move this item up on the agenda.

## **4. Board of Selectmen Bylaws**

The Board will table this until the next meeting.

## **5. Cell Phone Policy**

Selectwoman Brennan would like to table this until the next meeting.

## **6. Telecommunications Committee**

A motion was made to move this up on the agenda.

## **VIII. REPORTS**

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

The Board reviewed the Right to Know log.

### **2. Coronavirus State and Local Fiscal Recovery Fund**

No update provided.

### **3. Outstanding Projects**

No update provided.

### **4. Dubois & King – Water Extension Project Update**

Town Manager Stack addressed this in his Town Manager's report.

### **5. Meeting Streaming and Recording**

Town Manager Stack reported on the status of the streaming and recording.

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## 6. Safety Center Report

Town Manager Stack addressed this in his Town Manager's Report.

## IX. BOTTOM LINES

Selectwoman Colby: She attended the Heritage Commission meeting and they are actively seeking new members. They will also need assistance in a month or so moving into their new space. I want to acknowledge Bow Elementary School kids for doing a great job on their fundraiser, raising over \$30,000 towards a playground. Town Center Committee is Matt's territory but they are working on three different design options. Thank you to Chris Andrews, Chief Miller, Geoff Ruggles, Dave Stack for taking the time out of their day to discuss their roles and responsibilities.

Selectman Poulin: Thanked the Bow Athletic Club for helping out our new ground's person with the playing fields, thanks to the Bow Mens Club and Scouts for their clean up collaboration. He was unable to attend but appreciates their efforts in coordinating that. He happened to be a sponsor for the Glo Run fundraiser and he is glad they raised that amount of money. Eleana's point brings up the last thing I wanted to say is, I would like to add going forward that each Board member gives a quick update on the Boards, Committees and Commissions they represent.

Selectwoman Brennan: Attended the Buildings and Facilities meeting and they are working on discussing CIP needs and are starting to prepare for that for late summer, early fall. She had a great meeting with Chief Berman at the Fire Department, he has done some great work on the historical photos. She appreciated Chief Berman taking the time to meet with her, thank you to the Fire Department.

Chairman Wayne: assisted the Garden Club with Rotary Park clean up. Thank you to the Garden Club for the beautification project at the Community Center that's going to look great. He gave a shout out to all the folks volunteering their time to remove staples and get the files in community development ready for scanning.

Vice Chair Nicolopoulos: none (had to leave the meeting early)

## X. NON-PUBLIC SESSION - NH RSA 91-A:3, II

## XI. ADJOURNMENT

*At 8:46 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectwoman Brennan to adjourn. MOTION PASSED 4-0.*

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