

**Town of Bow
Capital Improvements Committee
September 7, 2022
Approved Minutes**

The Capital Improvements Program (CIP) Committee met, Wednesday, September 7, 2022 at 5:30 PM. in Meeting Room C in the Municipal Building at 10 Grandview Road, Bow, New Hampshire.

Committee members present: Chairman Glenn Dugas (Citizen Representative); Vice Chair Jennifer Strong-Rain (School Board Representative); Bruce Marshall (Selectboard Representative); Mark Davis (Citizen Representative); Jonathan Pietrangelo (Planning Board Representative); Angela Brennan (Alternate Selectboard Representative); Jeffrey Knight (Budget Committee Representative, arrived at 5:40 PM); Harry Judd (Citizen Representative, arrived at 5:55 PM). Also present were Town Manager David Stack and Finance Director Geoff Ruggles.

I. Call to Order

Chairman Dugas called the meeting to order at 5:35 PM with a quorum of members present.

II. Old Business – Meeting Minutes of August 29, 2022

Motion:

Glenn Dugas made a motion to accept the minutes and Jennifer Strong-Rain seconded. The motion carried 3 – 0 – 2 with Mark Davis and Jonathan Pietrangelo abstaining.

III. New Business

1. Review Questions from Previous Meeting

Bridges and Highways – The Committee reviewed their funding recommendation for Annual Road Paving and confirmed the amount of \$600,000 a year for all six years.

Public Works Equipment – The Committee discussed the use of the grader and the fact that it was being run only 150 a year. They recommended renting a grader when needed. They then reviewed the cost of an electric pickup truck and recommended that while it may not be cost effective now, it should be reviewed and when purchasing the vehicle.

The Committee then decided to increase the annual contribution to \$250,000.

Police Equipment – The Committee discussed the changes to projects and recommended raising the contribution to \$41,000 per year.

Fire Vehicles – The Committee reviewed the vehicle purchases and questioned the need to replace Engine 1 with a vehicle equipped the same as the new current Engine 3. They also questioned whether the command vehicle needed to be replaced with one the same size or if a smaller vehicle could be used.

Fire Equipment – The Committee questioned the purchase of the Power Cots when grant money was just used for them. G. Ruggles explained that the grant money was used to upgrade the current costs with a power lift system on the existing cots and they are scheduled to be replaced in FY2024-25.

The Committee requested that Fire Chief Eliot Berman attend the next meeting to give his thoughts on the department's CIP as the new chief.

The Committee briefly discussed the cisterns and if they had been evaluated or planned to be evaluated. The Committee also questioned the need for the cistern on Thibault Drive and there are fire hydrants there now.

Facilities – After reviewing the projects in the Facilities CIP, the Committee requested additional detail on the following projects:

- Phase II Renovations
- Server Room Renovations
- Heating System costs
- Phase III Renovations
- DPW Air Conditioning costs

H. Judd requested that G. Ruggles look into a backup system that included ownership of a server at a secure local server farm.

The Committee reviewed the replacement of the Facility's work truck and recommended that it be reduced to a 3/4 ton pickup with a straight plow. They also recommended watching the State surplus auction for the replacement.

The Committee requested Project Sheets for Paving and the Heating System at Public Works.

The Committee recommended extending the estimate life for the Safety Center Carpeting to twelve years and that the project be done in phases given it is carpet squares.

The Committee requested additional information on fencing for the Safety Center.

After a brief discussion on the Community Center, the Committee recommended increasing the contribution to \$100,000.

IV. Adjournment.

Motion:

Jennifer Strong-Rain made a motion to adjourn and Mark Davis seconded. The motion carried unanimously.

Respectfully submitted,

Geoff Ruggles
Finance Director