

**Town of Bow
Capital Improvements Committee
September 28, 2022
Approved Minutes**

The Capital Improvements Program (CIP) Committee met, Wednesday, September 28, 2022 at 5:30 PM. in Meeting Room B 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); Jeffrey Knight (Budget Committee Representative); Mark Davis (Citizen Representative); Jonathan Pietrangelo (Planning Board Representative). Also present were Town Manager David Stack and Finance Director Geoff Ruggles. Absent (excused): Harry Judd (Citizen Representative); Angela Brennan (Alternate Selectboard Representative).

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 September 15, 2022

Motion:

Jeff Knight made a motion to accept the minutes and Jennifer Strong-Rain seconded. The motion carried 5-0-1 with Mark Davis abstaining.

Discussion

1. Fire Department Request – The Committee reviewed a request from the Fire Department for an additional \$77,000 to cover the cost of purchasing the Forestry Truck that was approved for in this fiscal year. The Committee discussed the use of the truck and the condition of the current one. The Committee then questioned why the request was coming before them so late and G. Ruggles explained that it been considered for ARPA funds but then it was decided that the request be brought to the CIP Committee. The Committee left the request in the plan but asked that it be reconsidered for ARPA funds.
2. Facilities Vehicle – The Committee reviewed the use of the Facilities Work Truck and recommended that it be downsized to a 3/4 ton pickup and reduced the request by \$10,000 to \$55,000.
3. Parks & Recreation CIP – G. Ruggles informed the Committee that the playgrounds at Hansen Park passed inspection by the town's insurance company Primex, with the repairs proposed by Facilities Manager Chris Andrews. The Committee reviewed the Gergler Field Concession stand project and requested that the Bow Athletic Club be contacted about maintaining the building or the building be taken down. The Committee then reviewed a request for a playground at the Recreation Center to be funded from the Recreation Revolving Fund. Discussion then turned to the feasibility of the Revolving Fund covering all recreational costs thereby removing them from the operating budget and asked that it be looked into. The Committee decided to reduce the contribution to the Parks & Recreation Improvements CRF to zero.

III. New Business

1. School District – The Committee reviewed the project worksheets for the School District including a sprinkler system, fire alarm replacement, and renovations for the Elementary School. Discussion ensued

on various Elementary School issues including recently completed projects and future needs. The Committee asked that the narrative on the Elementary School renovation be updated. The Committee then discussed the cost and funding of the High School roof replacement project. While the project sheet indicating funding from general fund taxation, the Committee agreed that it should be funded through the High School CRF. The Committee also requested that other large projects such as a sprinkler system, parking lot reclamation, and generator replacement be included in the High School CIP spreadsheet. After a brief discussion, the Committee requested that field improvements, including out buildings, be included in the CIP plan. The Committee noted that additional funding for the Capital Reserve Funds was needed.

IV. Adjournment.

Motion:

Jeff Knight made a motion to adjourn at 7:15pm and Mark Davis seconded. The motion carried unanimously.

Respectfully submitted,

Geoff Ruggles
Finance Director