

**Board of Selectmen
Approved Minutes
Saturday, November 19, 2022**

On Saturday, November 19, 2022, at 8:30 a.m., the Board of Selectmen met in Meeting Room C, at the Town 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, Budget Committee Vice Chair Jennifer Strong-Rain, Budget Committee Member Ben Kiniry, Budget Committee Chair Mark Zerba, Budget Committee member Andrew Mattiace, Town Manager David Stack, Finance Director Geoff Ruggles, Community Development Director Karri Makinen, Emergency Management Director Lee Kimball, Buildings and Facilities Manager Chris Andrews, Fire Chief Eliot Berman, Library Director Martin Walters, Parks and Recreation Director Darcy Little, Police Chief Ken Miller, Public Works Director Tim Sweeney, Town Clerk/Tax Collector Mridula Naik, Administrative Assistant Tonia Lindquist and members of the public.

Not present: Chairman Bruce Marshall

II. PUBLIC COMMENT

III. BUDGET REVIEW

Town Manager Stack gave a brief overview of the proposed FY 2023-24 Budget, noting the budget proposed would result in a net Town appropriation of \$9,812,812 which is an increase of \$423,056. The budget proposed includes two new fulltime staff members.

The Board of Selectmen's proposed budget of \$22,938 includes wages and benefits and an increase of \$170 in the operating expenses. The Town Manager's Office proposed budget of \$307,353 which includes wages and benefits with an increase of \$11,472 and a decrease of \$199 in operating expenses. Legal decreased from \$60,000 to \$50,000. There is one more payment to Eversource of \$1,400,000 and lastly personnel proposed budget of \$25,645 with an increase of \$13,190.

At this point in the meeting Town Manager Stack turned it over to each department head to review with the Board of Selectmen and Budget Committee their proposed budget.

1. Community Development Department – Karri Makinen

Town Manager Stack introduced Karri Makinen as the new Community Development Director and reviewed the Community Development Department's proposed budget. Wages and benefits are \$414,657 with a decrease of \$15,162 from last FY. Operating expenses \$34,065 with a decrease of \$1,500 from last FY.

Assessing has a proposed budget of \$156,071 which decreased by \$4,229

2. Emergency Management Department – Lee Kimball

Director Kimball reviewed the Emergency Management Department’s proposed budget. Wages and benefits \$29,249 with an increase of \$2,117 from last FY. Operating expenses are \$4,015 with a decrease of \$343 from last FY.

3. Town Buildings and Facilities – Chris Andrews

Building and Facilities Manager Andrews reviewed the Town Buildings and Facilities proposed budget. Wages and benefits \$134,444 with an increase of \$7,429 from last FY. Operating expenses \$373,709 with an increase of \$56,503 from last FY. Capital outlay \$168,000 with an increase of \$63,000 from last FY

4. Finance Department – Geoff Ruggles

Director Ruggles reviewed the Finance Department’s proposed budget. Wages and benefits \$264,974 with an increase of \$12,362 from last FY. Operating expenses \$25,925 with a decrease of \$225 from last FY. Technology \$97,865 with a decrease of \$53 from last FY. P&L Insurance \$110,471 with an increase of \$10,043 from last FY. Debt Service \$1,181,286 with a decrease of \$102,930 from last FY.

5. Fire Department – Eliot Berman

Fire Chief Berman reviewed the Fire Department’s proposed budget of \$1,238,648 for wages and benefits with an increase of \$104,206 from last FY. Operating expenses \$271,767 with an increase of \$23,532 from last FY. Capital outlay is \$134,400 with a decrease of \$145,000 from last FY and there is a line item for the health officer of \$2,695.

6. Baker Free Library – Martin Walters

Library Director Walters reviewed the library’s proposed budget of \$506,952 for wages and benefits with an increase of \$38,961 from last FY. Operating expenses \$123,085 with an increase of \$2,250 from last FY.

7. Parks and Recreation Department – Darcy Little

Director Little reviewed the Parks and Recreation Department’s proposed budget. Revenues proposed \$983,600 with an increase of \$53,092 from last FY. Wages and benefits \$766,416 with an increase of \$113,972 from last FY. Operating Expenses \$149,640 with an increase \$22,865 from last FY. There is a surplus line item \$67,544 with a decrease of \$83,745.

8. Police Department – Ken Miller

Police Chief Miller reviewed the police departments proposed budget of \$1,860,322 for wages and benefits with an increase of \$142,190 from last FY. Operating expenses \$296,093 with an

increase of \$48,963 from last FY. Capital outlay \$63,500 with an increase of \$29,800 from last FY.

9. Department of Public Works – Tim Sweeney

Director Tim Sweeney reviewed the Public Works Department's proposed budget of \$1,385,655 for wages and benefits with an increase of \$64,340. Administration line item of \$9,750 no change from last FY. Highway \$675,960 with an increase of \$186,260 from last FY. Capital outlay \$1,770,700 with an increase of \$1,068,700 from last FY. Cemeteries has a proposed budget of \$38,950 with a decrease of \$2,700 from last FY and Field and Parks has a proposed budget of \$55,600 with an increase of \$40,100 from last FY.

10. Solid Waste and Recycling

The Town contracts with Pinard Waste Systems of Hooksett to provide residential collection and transportation of municipal solid waste recyclables. The Solid Waste and Recycling proposed budget is \$992,636 with an increase of \$158,830 from last FY.

11. Town Clerk / Tax Collector – Mridula Naik

Clerk Naik reviewed the Town Clerk/Tax Collector's proposed budget of \$237,843 for wages and benefits with an increase of \$5,301 from last year FY. Operating expenses of \$28,815 remains the same from last FY.

12. Water and Sewer Operations

Proposed water \$153,274 with an increase \$10,203 from last FY and proposed sewer \$210,709 with an increase \$12,904 from last FY. The Bow Municipal Water System is managed and operated by WhiteWater under a contract with the Town. The system's operational costs are covered by fees charged to system users.

13. Elections and Registration

Proposed budget of \$6,143 for wages and benefits with a decrease of \$1,721 from last FY. Operating expenses \$6,150 with a decrease of \$2,050 from last FY.

14. Heritage Commission

Proposed budget of \$1,750 no change from last FY.

15. Human Services

Proposed budget of \$3,761 with an increase of \$34 for wages and benefits from last FY. Operating expenses \$3,000 with no change from last FY. Outside agencies \$3,400 with no change from last FY.

16. Energy Committee

Proposed budget of \$1,500 with a difference of \$1,500 from last FY.

IV. ADJOURNMENT

At 10:45 a.m. A MOTION to adjourn was made by Selectman Poulin and duly seconded by Selectman Nicolopoulos. MOTION PASSED 5-0.