

TOWN OF BOW

Office of the Town Manager
10 Grandview Road, Bow, New Hampshire 03304
Phone (603) 223-3911 | Fax (603) 224-6680 | Website www.bownh.gov

MEMO

Date: January 23, 2026

To: Board of Selectmen

From: Tonia Lindquist, Administrative Assistant

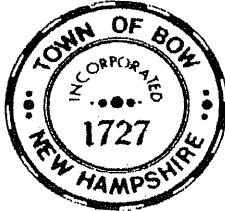
Subject: Milfoil Grant Agreement

Good afternoon Board,

I just wanted to remind the Board, this Grant requires a Certificate of Authority which means, if the Board accepts the grant from DES the motion should include authorization for David to sign the necessary documents.

Thank you.

Tonia



TOWN OF BOW

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Phone (603) 223-3910 | Website www.bownh.gov

PUBLIC HEARING NOTICE

Town of Bow Board of Selectmen

Notice is hereby given that the Bow Board of Selectmen will be holding a Public Hearing on Tuesday, January 27, 2026, at 6:00 p.m. at the Bow Municipal Building, 10 Grandview Road to discuss the acceptance of the State of New Hampshire Department of Environmental Services Grant in the amount of \$13,175 pursuant to RSA 31:95-b to be used to treat the invasive aquatic Milfoil plant in Turee Pond.

Board of Selectmen
Town of Bow

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
 Mutually agree as follows:
 GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Department of Environmental Services		1.2. State Agency Address 29 Hazen Drive, Concord, NH 03302-0095	
1.3. Grantee Name Town of Bow		1.4. Grantee Address 10 Grandview Road, Bow, NH 03304	
1.5 Grantee Phone # 603-496-2738	1.6 Account Number 442010-1430-073	1.7. Completion Date December 31, 2026	1.8. Grant Limitation \$13,175
1.9. Grant Officer for State Agency Georgia Bunnell		1.10. State Agency Telephone Number 603-271-2248	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1		1.12. Name & Title of Grantee Signor 1	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13 State Agency Signature(s)		1.14. Name & Title of State Agency Signor(s) Robert R. Scott, Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required)			
By:	Assistant Attorney General, On: / /		
1.16. Approval by Governor and Council (if applicable)			
By:	On: / /		

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

Initials: _____
 Date: _____

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.

4. **EFFECTIVE DATE: COMPLETION OF PROJECT.**

4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").

4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").

5. **GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.**

5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.

5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.

5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.

5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. **COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS.** In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.

7. **RECORDS and ACCOUNTS.**

7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions

8. **PERSONNEL.**

8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. **DATA; RETENTION OF DATA; ACCESS.**

9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. **CONDITIONAL NATURE OR AGREEMENT.** Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.

11. **EVENT OF DEFAULT: REMEDIES.**

11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1. Failure to perform the Project satisfactorily or on schedule; or

11.1.2. Failure to submit any report required hereunder; or

11.1.3. Failure to maintain, or permit access to, the records required hereunder; or

11.1.4. Failure to perform any of the other covenants and conditions of this Agreement.

11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

11.2.1. Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and

11.2.2. Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and

11.2.3. Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and

11.2.4. Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

12. **TERMINATION.**

12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.

12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.

12.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

12.4. **CONFLICT OF INTEREST.** No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

Initials: _____
Date: _____

14. approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.

INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

INSURANCE. The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.

18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.

19. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.

21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

24. **SPECIAL PROVISIONS.** The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

Initials: _____
Date: _____

**EXHIBIT A
SPECIAL PROVISIONS
TOWN OF BOW**

There are no special provisions.

Initials: _____
Date: _____

EXHIBIT B
SCOPE OF SERVICES
TOWN OF BOW

1. The Town of Bow is the grantee for this project. The New Hampshire Department of Environmental Services (NHDES) is referred to as the "state." Georgia Bunnell of the Watershed Management Bureau is the grant officer for the state.
2. Variable milfoil, an invasive aquatic plant, has become a nuisance problem in various portions of Turee Pond, and the grantee is seeking grant funds to assist in control efforts in 2026.
3. The grantee shall ensure that the contractors adhere to the following project-specific tasks:

For the diver work in 2026, the grantee will ensure that the diver(s) perform(s) the following tasks:

- Task 1 Notify the NHDES Exotic Species Program of the scope and timing of the project, and how the materials removed from the pond will be disposed of, and the names of the divers performing the work, at least two weeks before the work is scheduled to begin. Divers performing this work must be certified Weed Control Divers in New Hampshire.
- Task 2 Notify NHDES within 5 business days of when the work is completed by submitting daily dive reports for work that was performed, per the reporting examples provided in the Weed Control Diver course.

4. NHDES will provide monetary support to you as outlined in Exhibit C.

Should the cost of projects be lower than the bids for those projects, remaining grant funds may be used to match costs associated with other NHDES approved exotic aquatic plant control projects in the above referenced waterbody.

Initials: _____
Date: _____

EXHIBIT C
PAYMENT TERMS
TOWN OF BOW

Payments shall be made by NHDES to the grantee upon approval of stated outputs and verification of the value of completed work through submittal of invoices for services rendered. NHDES will pay the grantee up to \$13,175, within 30 days of receiving the invoice(s) for the activities outlined in Exhibit B.

The billing address for invoices and all other correspondence shall be as follows:

NH Department of Environmental Services
29 Hazen Drive, PO Box 95
Concord, NH 03302-0095
Attn: Georgia Bunnell, Watershed Management Bureau

Invoices may also be emailed to Georgia.E.Bunnell@des.nh.gov, upon receipt from the vendor.

Invoices shall be approved by the Grant Officer before payment is processed.

Initials: _____
Date: _____

**Board of Selectmen Meeting
Unapproved Minutes
Tuesday, January 13, 2026**

On Tuesday, January 13, 2026, at 5:00 p.m., the Board of Selectmen met in Meeting Room A, at the Bow Municipal Building, 10 Grandview Road, Bow, NH 03304. This meeting was also live streamed on YouTube <https://www.youtube.com/live/hQAOACxiwvo?si=jW8F3zwU7SZ3pDHN>

I. CALL TO ORDER

Chair McDaniel called the meeting to order at 5:00 p.m. Present: Chair Kip McDaniel, Vice Chair Angela Brennan, Selectwoman Eleana Colby, Selectman Ian Flanagan, Town Manager David Stack, Executive Assistant Tonia Lindquist, and members of the public.

Selectman Flanagan left at 5:30 p.m. and returned at 6:56 p.m.

II. BOARD WORKSHOP

Nick Sceggell and Jon Ashley from Dubois and King updated the Board on the status of the water infrastructure projects at Bow Junction, Bow Mills and South Bow TIF and detailed the next steps for each project.

Mr. Sceggell and Mr. Ashley also outlined the details of the funding opportunities available from New Hampshire Department of Environmental Services.

Follow up:

- Discuss having two selectmen committed to continue reaching out to Concord.
- Discuss how the Board wants to proceed.
- Selectman Nicolopoulos would like clarification on the duration on which the funds are committed and the timeline to secure an agreement with Concord.

III. PUBLIC COMMENT - None

IV. PUBLIC HEARING

**1. Fee Schedule – 124-4 Cemetery Fees
Ordinance 26-01, Chapter 124 Fee Schedule**

Chair McDaniel for the record listed out each fee change and gave a summary of the purpose of the public hearing.

- Grave opening: \$825 Monday to Friday

Draft minutes of the select board meeting dated January 13, 2026, are being provided for informational purposes only. Draft minutes have not been reviewed by any member of the Select Board for content or accuracy and have not been adopted by the Select Board. Review, revision, discussion, and adoption of meeting minutes shall occur at a subsequent public meeting of the Select Board. Until the meeting minutes are formally adopted by the Select Board, the use, distribution of, and republishing of these draft minutes comes with the risk that said meeting minutes are incomplete, inaccurate, and subject to change. Neither the Select Board nor the Town assume any responsibility related to the use, distribution of, or republishing of these draft meeting minutes.

- Overtime Grave opening: \$1,150 Saturday; \$1,250 Sundays; \$1,300 holidays
- Cremains grave opening: \$400 Monday to Friday
- Overtime cremains grave opening: \$725 Saturdays; \$825 Sundays; \$875 holidays

Chair McDaniel opened the hearing up for discussion at 6:01 p.m. hearing no comments from the public
Chair McDaniel closed the public hearing at 6:01 p.m.

A MOTION was made by Selectman Nicolopoulos and seconded by Selectwoman Colby to adopt Ordinance 26-01 Chapter 124 Fee Schedule with the fee changes as presented. MOTION PASSED 4-0.

Follow up: Selectman Nicolopoulos would like to see some quotes on this for comparison purposes.

V. MEETINGS

1. Bow Recreation Center Addition – Facilities Manager Chris Andrews and Parks and Recreation Director Darcy Little

Facilities Manager Chris Andrews and Parks and Recreation Director Darcy Little came before the Board to ask the Board to prepare a warrant article to see if the town would be in favor of building an addition onto the Bow Recreation Center. The cost of the construction (\$480,000) would come out of the Recreation Revolving Fund.

There was back and forth discussion concerning the future of the community center, storage, office space, cost to the taxpayers if any, and having some money to go back to the taxpayers.

Comments were heard from the public concerning whether this was a want versus a need, and whether all options for storage and a bigger office had been explored. There was further comment from the public concerning the authority the Town Manager has to expend from the Recreation Revolving Fund and whether the Board would consider putting a cap on the amount the Town Manager is allowed to expend.

This was tabled until the next meeting so Selectman Flanagan can be present for the discussion.

VI. CONSENT AGENDA

1. Appointment – 300th Anniversary Committee – Harry Hadaway (Bow Open Spaces)
2. Appointment – 300th Anniversary Committee – David West (Heritage Commission)
3. Appointment – Heritage Commission – John Urdi
4. Utility Billing Warrant – Water - \$8,325.88
5. Utility Billing Warrant – Sewer - \$63,332.49

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

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VII. TOWN MANAGER'S REPORT

Town Manager Stack read from his Town Manager's report dated January 13, 2026.

VIII. DISCUSSION / ACTION ITEMS

1. Acceptance of December 9, 2025, December 16, 2025, and December 22, 2025, Meeting Minutes

A MOTION was made by Selectwoman Colby and seconded by Chair McDaniel to approve the December 9, 2025, meeting minutes as presented. MOTION PASSED 3-0. (Selectman Nicolopoulos was not present in the room when the vote was taken).

A MOTION was made by Chair McDaniel and seconded by Selectman Nicolopoulos to approve the December 16, 2025, meeting minutes as presented. MOTION PASSED 3-0-1. (Selectwoman Colby abstained from voting as she had left before the meeting ended).

A MOTION was made by Selectman Nicolopoulos and seconded by Selectwoman Colby to approve the December 22, 2026, meeting minutes as amended (see below). MOTION PASSED 4-0.

Under Agenda Item III. Proposed FY 2026-27 Budget Review

Selectwoman Brennan would like the sentence that reads “The proposed budget with the changes would decrease the town’s portion of the tax rate by .2%” to read as follows “The proposed budget with the changes would decrease the town’s portion of the tax rate by .2% compared to the previous fiscal year”.

2. Permission for Graduating Senior Parade – Matt Fisk, Principal

A MOTION was made by Selectman Nicolopoulos and seconded by Vice Chair Brennan to grant permission to Principal Fisk to have a parade for the graduating seniors of Bow High School. MOTION PASSED 4-0.

Selectwoman Colby for the record noted that the request was reviewed by the Fire Chief, Police Chief, and the Public Works Director.

3. Bow Bog Meeting House

Chair McDaniel announced to the public that this agenda item would be taken up in non-public session, as the Board would be reviewing an opine from Town Counsel.

4. Ordinance No. 25-06 Town Code Chapter 109 Cemeteries

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A MOTION was made by Selectman Nicolopoulos and seconded by Selectwoman Colby to approve the edits of Ordinance 25-06, Chapter 109 Cemeteries, Section 109-7 Expulsion, with the following edits as presented:

*Any person disturbing the quiet or good order of the grounds by acts of, but not limited to **consumption of alcohol**, intoxication, loud noise, speeding, or disorderly conduct, and any person who violates any of the rules **may be expelled from the grounds by the Cemetery Sexton or police.***

MOTION PASSED 4-0.

5. Cemetery After Hour Permit

A MOTION was made by Selectman Nicolopoulos and seconded by Selectwoman Colby to endorse or approve the use of the After-Hours Access Permit as presented. MOTION PASSED 4-0.

Follow up: Discuss the process of obtaining the After-Hours Access Permit at the next meeting.

6. Sale of Town Property

As a follow up from last meeting, the Board wanted more information on the property at 163 Hooksett Turnpike Road in order to come up with a sale price. Chair McDaniel reported that the amount owed on back taxes for this property is \$1,727.68, and the assessed value of the property as of 2024 is \$20,200 for the whole lot.

Selectman Nicolopoulos would want to condition that the potential buyer will obtain all subdivision approvals.

A MOTION was made by Selectman Nicolopoulos and seconded by Selectwoman Colby that the Board will entertain a written offer from Taylor Belanger in the amount of \$10,000 whereas he accepts full responsibility for any required subdivision approvals related to the transfer taxes. This price is factoring in the back taxes owed to the town. MOTION PASSED 4-0.

7. Community Power Discussion

A MOTION was made by Vice Chair Brennan and seconded by Selectwoman Colby to authorize sending the letter as presented to Merrimack County Administrator Ross Cunningham. MOTION PASSED 5-0.

For the record Selectman Nicolopoulos asked if this letter is asking to let the town out of the agreement with Merrimack Community Power. Vice Chair, Brennan stated it is not, the letter is to request information needed before the Board could potentially submit a letter to withdraw from the agreement. The Board would want to ensure the town would not be responsible for any penalties if a decision was made by the Board to withdraw.

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Selectman Nicolopoulos for the record is going to vote in support of this letter he feels the Merrimack Community Power misled the Board when they were here talking about the savings, and the risk that this exact situation would happen where the town entered into an arrangement where Merrimack Community Power are no longer able to meet the needs they committed to across this county, these questions that were asked directly by me, they were brushed aside, and now 6-months later we are dealing with that, I hope they acknowledge that.

Vice Chair Brennan for the record shares Selectman Nicolopoulos's concerns, I am disappointed that we are here and I share your feeling of being misled and would like to come to a resolution with this so that we can ensure residents are getting the best rates on their electric

8. Annual Report Dedication

This item will be discussed in non-public session.

IX. COMMITTEE REPORTS

Selectman Nicolopoulos gave the Board an update on the Budget Committee.

X. BOTTOM LINES

Selectman Nicolopoulos: Go Pats!

Selectwoman Colby: Is asking residents to pay attention to the new requirements for voting in the State of NH. Visit the Secretary of State's website for more information on the requirements for voting.

Selectman Flanagan: Thank you, fellow Board members, for letting me out of here for a little while, it can be hard having a work life balance with kids. Thank you for filling in for me. The game was a nail biter right to the end.

Vice Chair Brennan: None

Chair McDaniel: I read the news reports about towns around here and I am thankful to have a Board even when we don't agree to be disagreeable and it is very much a pleasure to work with you compared to what some of our peers are dealing with.

XI. NON-PUBLIC SESSION RSA 91-A:3, II

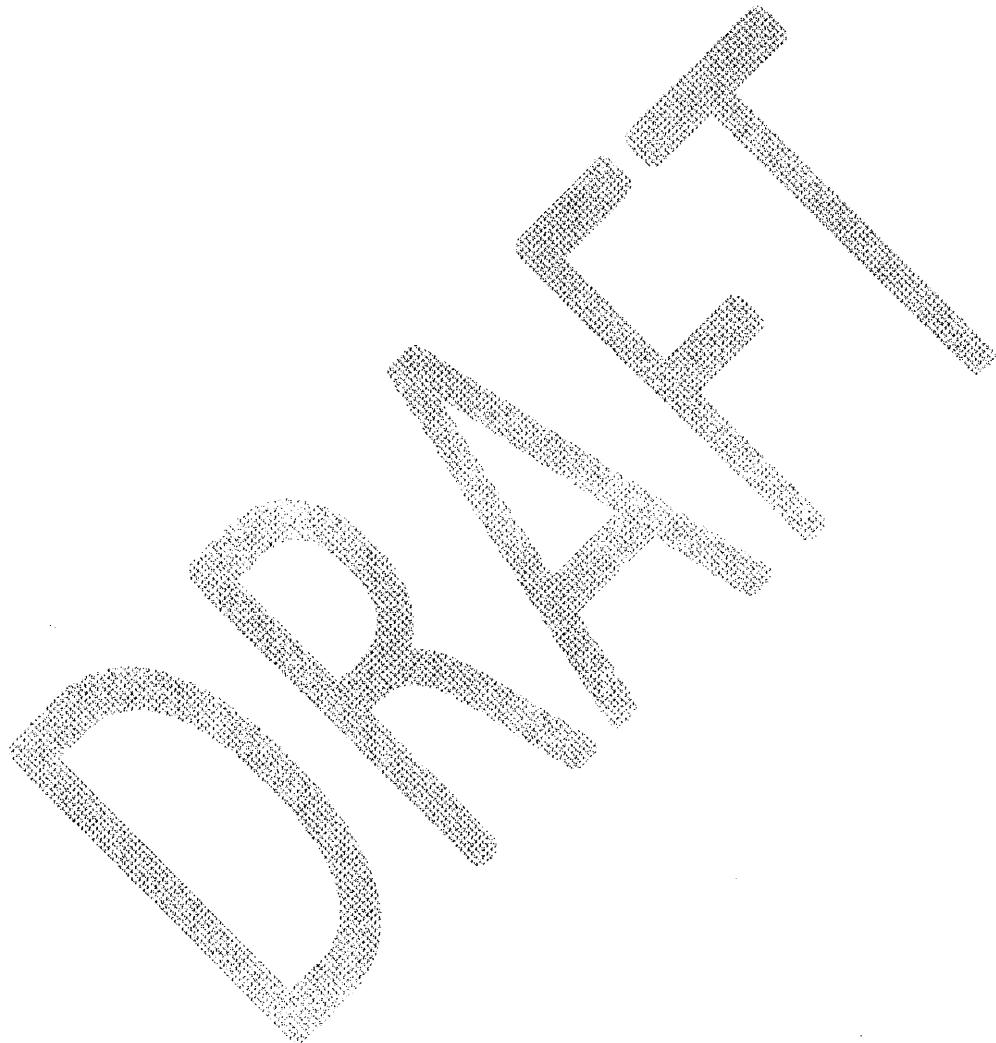
At 7:12 p.m. a MOTION was made to go into a non-public session pursuant RSA 91-A:3, II (c) may adversely affect reputation of non-BOS person. A roll call was taken Selectman Nicolopoulos – aye, Vice Chair Brennan – aye, Chair McDaniel – aye, Selectman Flanagan – aye, and Selectwoman Colby – Aye.

Draft minutes of the select board meeting dated January 13, 2026, are being provided for informational purposes only. Draft minutes have not been reviewed by any member of the Select Board for content or accuracy and have not been adopted by the Select Board. Review, revision, discussion, and adoption of meeting minutes shall occur at a subsequent public meeting of the Select Board. Until the meeting minutes are formally adopted by the Select Board, the use, distribution of, and republishing of these draft minutes comes with the risk that said meeting minutes are incomplete, inaccurate, and subject to change. Neither the Select Board nor the Town assume any responsibility related to the use, distribution of, or republishing of these draft meeting minutes.

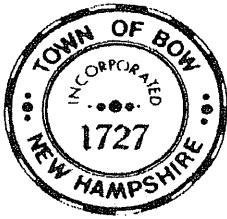
At 7:20 p.m. the Board of Selectman came out of the non-public session.

XII. ADJOURNMENT

At 7:20 p.m. A MOTION was made by Selectwoman Colby and seconded by Selectman Flanagan to adjourn the meeting.



Draft minutes of the select board meeting dated January 13, 2026, are being provided for informational purposes only. Draft minutes have not been reviewed by any member of the Select Board for content or accuracy and have not been adopted by the Select Board. Review, revision, discussion, and adoption of meeting minutes shall occur at a subsequent public meeting of the Select Board. Until the meeting minutes are formally adopted by the Select Board, the use, distribution of, and republishing of these draft minutes comes with the risk that said meeting minutes are incomplete, inaccurate, and subject to change. Neither the Select Board nor the Town assume any responsibility related to the use, distribution of, or republishing of these draft meeting minutes.



TOWN OF BOW

Office of the Town Manager

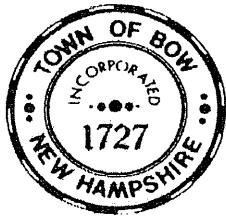
10 Grandview Road, Bow, New Hampshire 03304
Phone (603) 223-3910 | Website www.bownh.gov

Town of Bow

Cemetery After Hours

To obtain a permit for access to any Town cemetery, including Alexander Cemetery (River Road), Evans Cemetery (White Rock Hill Road) and Green Cemetery (Bow Center) outside of normal operating hours, please follow these steps:

1. Permits must be requested in person at the Town Manager's Office.
2. Applications are processed Monday through Friday, between 7:30 a.m. and 4:00 p.m.
3. Once approved, the permit will be distributed as follows:
 - o Original delivered to the Police Department for their records.
 - o A copy to be retained by the Town Manager's Office.
 - o A copy to be retained by the applicant to be carried at all times while on cemetery grounds after hours.



TOWN OF BOW

Office of the Town Manager
10 Grandview Road, Bow, New Hampshire 03304
Phone (603) 223-3911 | Fax (603) 224-6680 | Website www.bownh.gov

MEMO

Date: January 23, 2026

To: Board of Selectmen

From: Tonia Lindquist, Executive Assistant

Subject: Discretionary Preservation Easements for Historic Agricultural Structures

Good afternoon Board,

The Town has received two Discretionary Preservation Easement Applications for renewal, one for 59 Woodhill Hooksett Road and one for 64 Woodhill Hooksett Road both have the same property owner Mike and Nancy Sampo.

Per Administrative Policy No. 15-01 the Board would need to set a public hearing date that will allow sufficient time for the selectmen to conduct a site walk of the property if desired prior to the hearing. The Heritage Commission will be invited to comment on each application.

The Board of Selectmen are required by state law to render their final decision within 60 days of the date the application was received in the assessing office.

Potential Public Hearing Dates

February 17, 2026

March 3 or March 9, 2026

Thank you.

Tonia

Administrative Policy No. 15-01

DISCRETIONARY PRESERVATION EASEMENTS FOR HISTORIC AGRICULTURAL STRUCTURES

Issued by: Board of Selectmen, March 2, 2015

Objective

To establish a uniform policy and procedure for the processing and approval of applications for discretionary preservation easements for historic agricultural structures.

Guidelines

1. Application.

- A. Applications for discretionary preservation easements shall be made on NH Department of Revenue Administration Form PA-36-A (Appendix A) on or before April 15 of the tax year for which the easement is requested. The application shall include a map showing the location of the subject structure and a description as to how the property meets the test of public benefit as prescribed by RSA 79-D:3.
- B. Completed applications will be submitted to the Assessor's office of the Town of Bow. The Assessor's office shall review the application for completeness and take appropriate action to assist the taxpayer in properly completing an incomplete application. When the Assessor's office deems the application to be complete, the application shall be date stamped and initialed as having been formally received by the Town and the Assessor's office shall forward the application immediately to the Selectmen's office after attaching a copy of the property record card for the structure.

2. Application Review Process.

- A. Upon receipt of an application from the Assessor's office, the Administrative Assistant shall prepare a Process Checklist (Appendix B) for the application and send a copy of the checklist and application to each Selectman and the Town Manager, and also place an item on the agenda for the next Board of Selectmen's meeting for the setting of a date for the required public hearing. The Administrative Assistant shall also at that time send a Heritage Commission Comment form (Appendix C) and a copy of the application to the current chair of the Bow Heritage Commission.
- B. The Board of Selectmen at its next meeting will provide a public hearing date to the Town Manager, with sufficient lead time to permit legal posting of the public hearing while also allowing sufficient time for Selectmen to conduct a site walk of the property if desired prior to the hearing. The Heritage Commission will be invited to comment on each application. The Board of Selectmen are required by state law to render their final decision within 60 days of the date that the application was received by the Town.

TOWN OF BOW ADMINISTRATIVE POLICIES

Administrative Policy No. 15-01

3. Decision.

- A. After the close of the public hearing, or at a later date, the Board of Selectmen will determine if the property is to be granted a discretionary preservation easement and, if so, what percentage of the assessed value is to be abated (between 25% and 75%).
- B. Selectmen will determine if a preservation easement is to be granted and, if so, to what extent by use of the criteria specified in the Preservation Easement Site Evaluation form (Appendix D) and the NH Historic Agricultural Structures Advisory Committee's guidelines (Appendix E). Comments submitted by the public at the public hearing and by the Bow Heritage Commission will be considered during the evaluation process.
- C. After the vote of the Board of Selectmen, the Town Manager will notify the applicant by letter of the Board's decision. If the Board has voted to approve a discretionary easement, the Town Manager's notification letter will include a copy of the Discretionary Preservation Easement Deed (Appendix F) to be recorded, asking the Applicant to come to the Town Manager's office to sign the original, noting that the applicant is responsible for paying the recording fees. Once the fees have been paid and the Deed signed by both the Applicant and Selectmen, the Town will record the Deed at the Merrimack County Registry of Deeds in accordance with RSA 79-D:6.

4. Recording.

Upon receipt of a properly recorded Preservation Easement Deed, the Town Manager will forward the deed to the Assessor, who shall amend the property record card to reflect the easement and ensure that the new taxable value is entered into the tax billing and collection database.

TOWN OF BOW, NH
DISCRETIONARY PRESERVATION EASEMENTS
FOR HISTORIC AGRICULTURAL STRUCTURES

PROCESS CHECKLIST

Address: 59 Windhill Hawksett Rd Lot: 33-2-53

Owner: Michael + Nancy Sampa (Trusts)

Application on DRA form PA-36-A received: Date 1/16/2026

Application and supporting documentation attached.

Reviewed by Assessor Date 1/21/2026

Sent to Heritage Commission for comments: Date _____

Public Hearing:

Notice published: Date _____

Public Hearing held: Date _____

Minutes of Public Hearing attached.

Site visit (if conducted): Date _____

Decision of Board of Selectmen : Date _____

Granted . . . Percentage of Assessed Value to be Abated (25-75%): _____ %
 Denied

Preservation Easement:

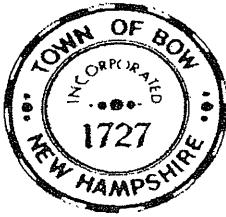
Easement signed by applicant: Date _____

Easement signed by Selectmen: Date _____

Recorded: Date _____

Copy of recorded easement attached (showing Book & Page).

Recording fee/costs paid by applicant: Date _____



TOWN OF BOW

Assessing Department

10 Grandview Road, Bow, New Hampshire 03304

Phone (603) 223-3975 | Fax (603) 225-2982 | Website www.bownh.gov

TO: Board of Selectmen, Town of Bow
Heritage Commission

FROM: Catie Walker CNHA, Assessing Agent

DATE: January 21, 2026

RE: 2026 Sampo Application for Discretionary Preservation Easement

Dear Honorable Board Members and Heritage Commission,

Two applications for a Discretionary Preservation Easement renewal have been received by the Assessing Department. On January 21, 2026, Catie Walker went to the properties in question to reassess the two buildings in the applications, here are her findings in brief:

59 Woodhill Hooksett Rd (33-2-53) – Application is for large barn by the road. Building is well maintained. Remeasuring the building revealed it was 2670 Square feet. **Barn now has 66 solar panels that are NOT included in the new assessed value for 2026.** The assessing department has determined full assessed value for this outbuilding using the values set in the 2024 revaluation and taking depreciation into account would be: **\$155,400**

Examples of percentage off for value range:

Value w/25% off: \$116,550 Value w/75% off: \$38,850

64 Woodhill Hooksett Rd (33-2-48) – Application is for blacksmith shop located by the road. Building is well maintained. No change in size after remeasuring. The assessing department has determined full assessed value for this outbuilding using the values set in the 2024 revaluation and taking depreciation into account would be: **\$23,100**

Examples of percentage off for value range:

Value w/25% off: \$17,325 Value w/75% off: \$5,775

Please do not hesitate to reach out with any questions or concerns that you may have.

**TOWN OF BOW, NH
DISCRETIONARY PRESERVATION EASEMENTS
FOR HISTORIC AGRICULTURAL STRUCTURES**

PROCESS CHECKLIST

Address: 64 Woodhill Hocksett Rd Lot: 33-2-48
Owner: Michael + Nancy Sampson (Trusts)

Application on DRA form PA-36-A received: Date 1/16/2026

Application and supporting documentation attached.

Reviewed by Assessor Date 1/21/2026

Sent to Heritage Commission for comments: Date _____

Public Hearing:

Notice published: Date _____

Public Hearing held: Date _____

Minutes of Public Hearing attached.

Site visit (if conducted): Date _____

Decision of Board of Selectmen : Date _____

Granted . . . Percentage of Assessed Value to be Abated (25-75%): _____ %
 Denied

Preservation Easement:

Easement signed by applicant: Date _____

Easement signed by Selectmen: Date _____

Recorded: Date _____

Copy of recorded easement attached (showing Book & Page).

Recording fee/costs paid by applicant: Date _____

RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENTFORM
PA-36-ANEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

STEP 1 PROPERTY OWNER (S)

PLEASE TYPE OR PRINT	LAST NAME	SAULPO	FIRST NAME	MICHAEL
	LAST NAME	SAULPO	FIRST NAME	NANCY
	STREET ADDRESS	64 WOODHILL HOOKSETT RD.		
	STREET (continued)			
TOWN/CITY	Boe	STATE	N.H.	
		ZIP CODE	03304.	

STEP 2 PROPERTY LOCATION OF LAND AND HISTORIC AGRICULTURAL STRUCTURE BEING CLASSIFIED

PLEASE TYPE OR PRINT	STREET			64 WOODHILL HOOKSETT RD.		
	TOWN/CITY			Boe		
	NUMBER OF ACRES	MAP #	LOT #	BOOK #	PAGE #	
	59.8	33/2	48	2204	1072	
CHECK ONE: Original Application <input type="checkbox"/> Renewal <input checked="" type="checkbox"/>			Tax Year 2026.			

STEP 3 REASON FOR DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Describe how the Historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Submit additional sheets, if necessary.	
SCENIC, HISTORICAL BLACKSMITH SHOP CIRCA 1850, IN VIEW TO THE PUBLIC FROM ROAD SEE PHOTOS	
How many square feet will be subject to the easement? 500 Sq/ft	

STEP 4 SIGNATURES OF ALL PROPERTY OWNERS OF RECORD

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
MICHAEL SAULPO	MICHAEL SAULPO	1-15-26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
NANCY SAULPO	NANCY SAULPO	1-15-26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT

FORM

PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
(CONTINUED)

STEP 5 TO BE COMPLETED BY THE LOCAL ASSESSORS

<input type="checkbox"/> APPROVED	Pending approval of Discretionary Preservation Easement Agreement by landowner and assessing officials.
<input type="checkbox"/> DENIED	

Comments:

STEP 6 APPROVAL OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE

STEP 7 DOCUMENTATION

Is a map of the entire parcel showing the property location, orientation, overall boundaries and acreages clearly showing easement area requested submitted?

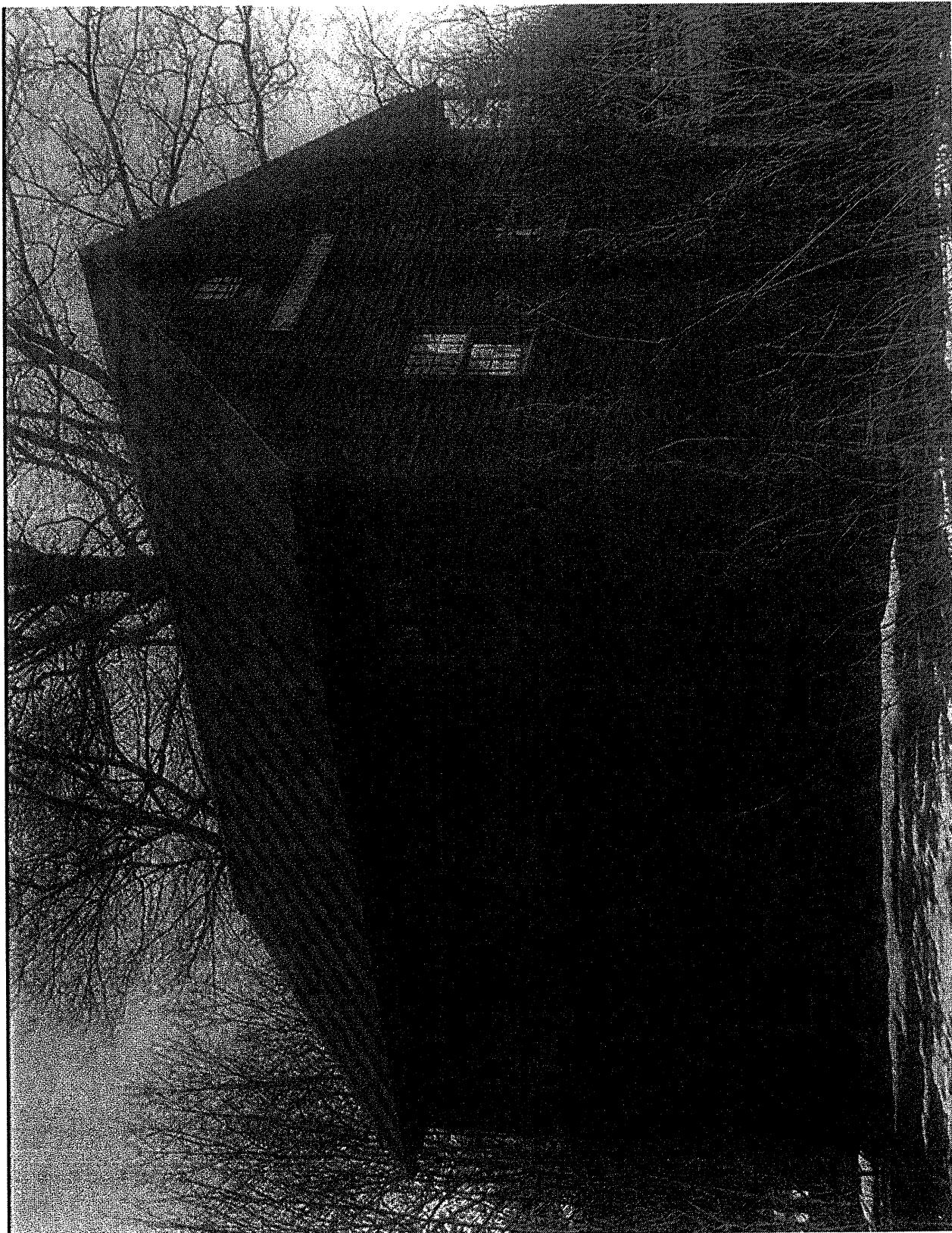
Yes

No

RECEIVED

JAN 16 2023

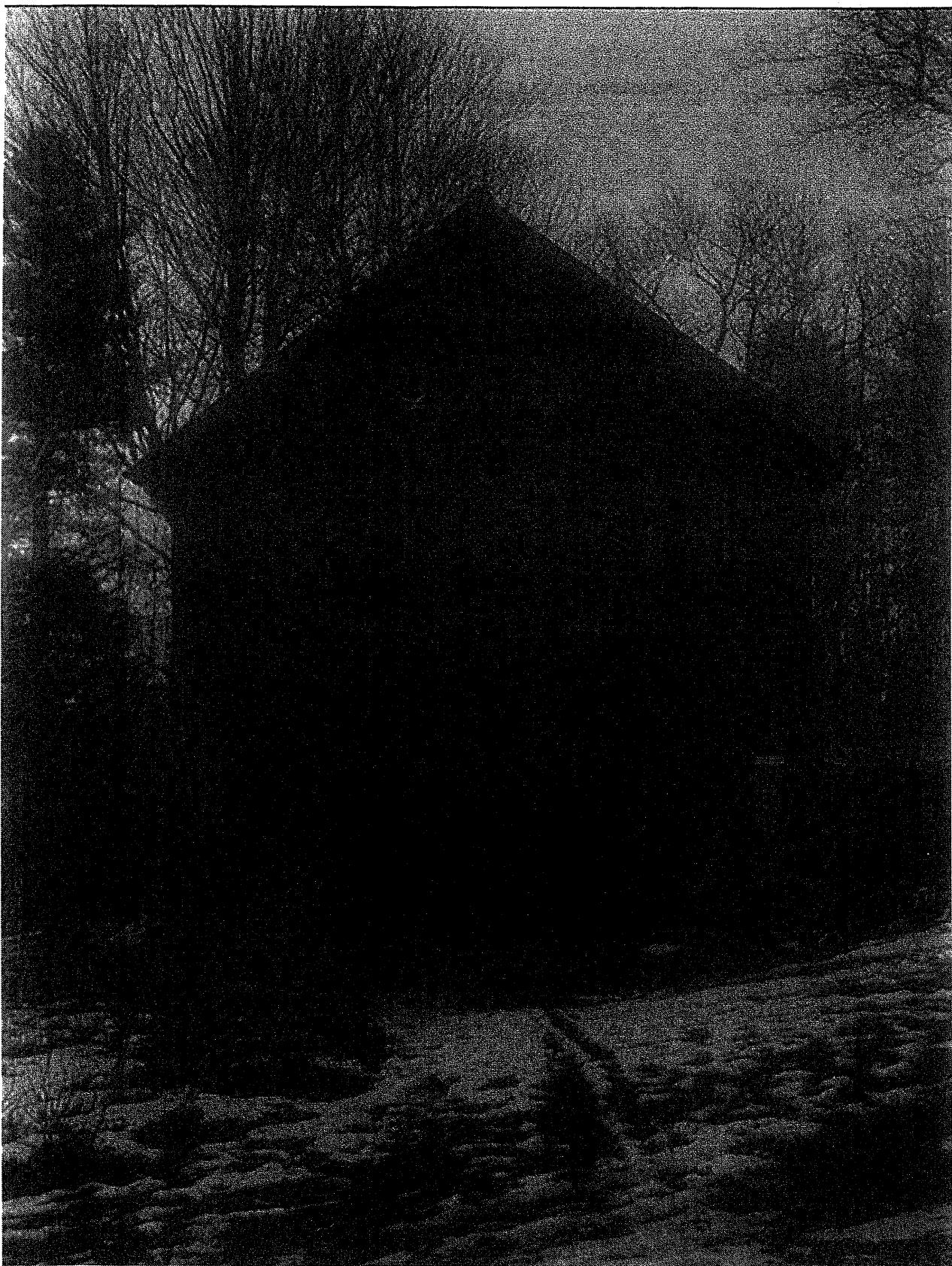
BOW COMMUNITY
DEVELOPMENT

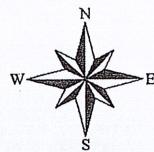


RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT





RECEIVED

Town of Bow, NH

1 inch = 275 Feet

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT

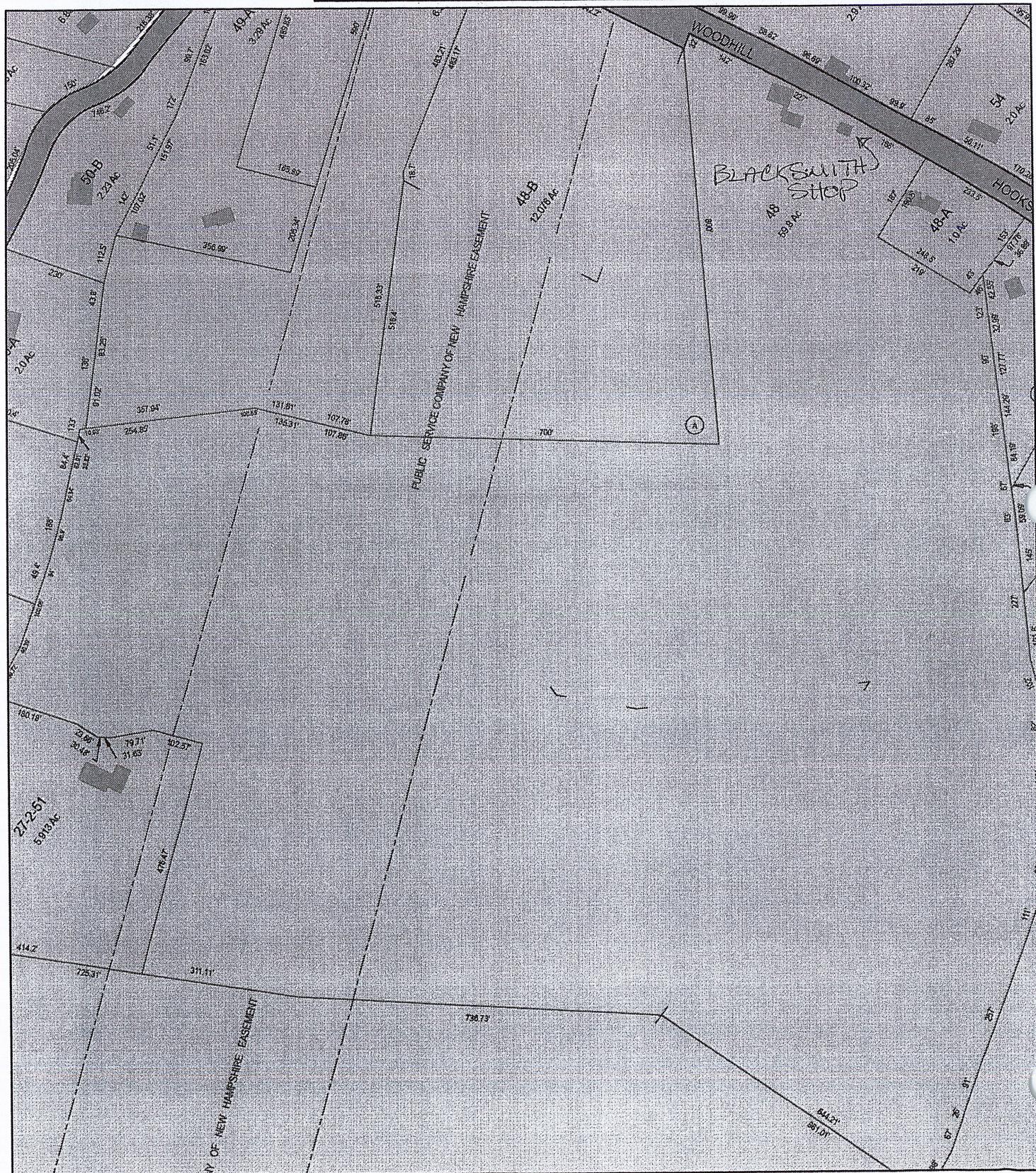


CAI Technologies
Precision Mapping. Geospatial Solutions.

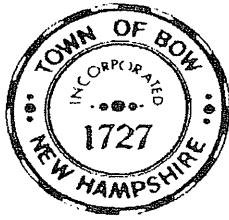
www.cai-tech.com

January 16, 2026

0 275 550 825



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



TOWN OF BOW

Assessing Department

10 Grandview Road, Bow, New Hampshire 03304

Phone (603) 223-3975 | Fax (603) 225-2982 | Website www.bownh.gov

TO: Board of Selectmen, Town of Bow
Heritage Commission

FROM: Catie Walker CNHA, Assessing Agent

DATE: January 21, 2026

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Examples of percentage off for value range:

Value w/25% off: \$17,325 Value w/75% off: \$5,775

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RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT

FORM

PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

STEP 1 PROPERTY OWNER (S)

PLEASE TYPE OR PRINT	LAST NAME	SAUPO	FIRST NAME	MICHAEL
	LAST NAME	SAUPO	FIRST NAME	NANCY
STREET ADDRESS	64 WOODHILL HOOKSETT RD.			
STREET (continued)				
TOWN/CITY	Bow		STATE	N.H.
			ZIP CODE	03304

STEP 2 PROPERTY LOCATION OF LAND AND HISTORIC AGRICULTURAL STRUCTURE BEING CLASSIFIED

PLEASE TYPE OR PRINT	STREET			59 WOODHILL HOOKSETT RD.	
	TOWN/CITY			BOW	
NUMBER OF ACRES	MAP #	LOT #	BOOK #	PAGE #	
2.9	33/2	53	2204	1072	
CHECK ONE:	Original Application <input type="checkbox"/>		Renewal <input checked="" type="checkbox"/>	Tax Year 2026	

STEP 3 REASON FOR DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Describe how the Historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Submit additional sheets, if necessary.	SEE PAGES
SCENIC, HISTORICAL AGRICULTURAL BARN	
CIRCA 1870, IN VIEW TO THE PUBLIC FRAIL ROAD.	
How many square feet will be subject to the easement? 2425 SQ. FT.	

STEP 4 SIGNATURES OF ALL PROPERTY OWNERS OF RECORD

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
MICHAEL SAUPO	MICHAEL SAUPO	1-15-26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
NANCY SAUPO	NANCY SAUPO	1-15-26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT

FORM

PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
(CONTINUED)**STEP 5 TO BE COMPLETED BY THE LOCAL ASSESSORS**

<input type="checkbox"/> APPROVED	Pending approval of Discretionary Preservation Easement Agreement by landowner and assessing officials.
<input type="checkbox"/> DENIED	

Comments:

STEP 6 APPROVAL OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (ink black ink)	SIGNATURE (in black ink)	DATE
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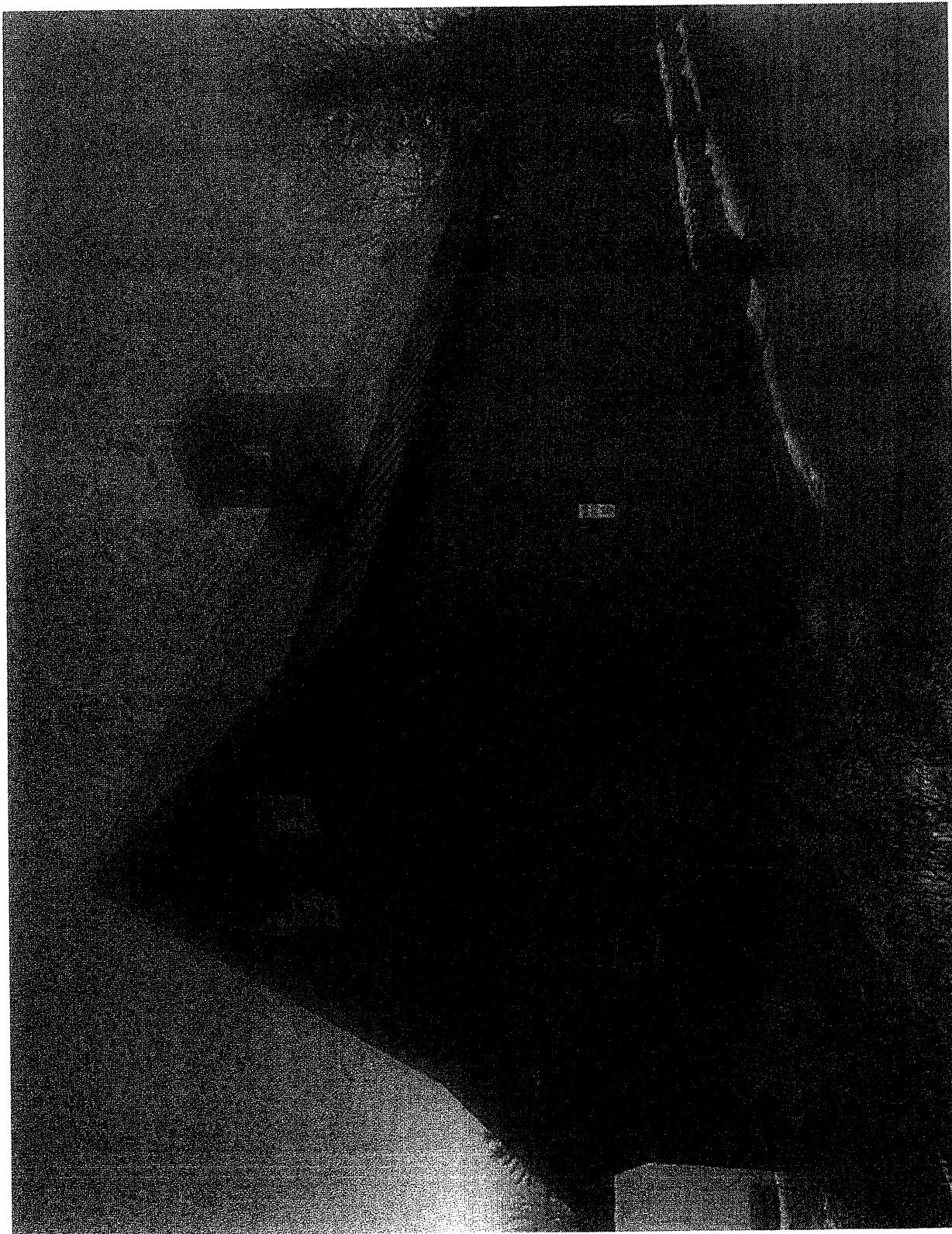
Yes

No

RECEIVED

JAN 16 2026

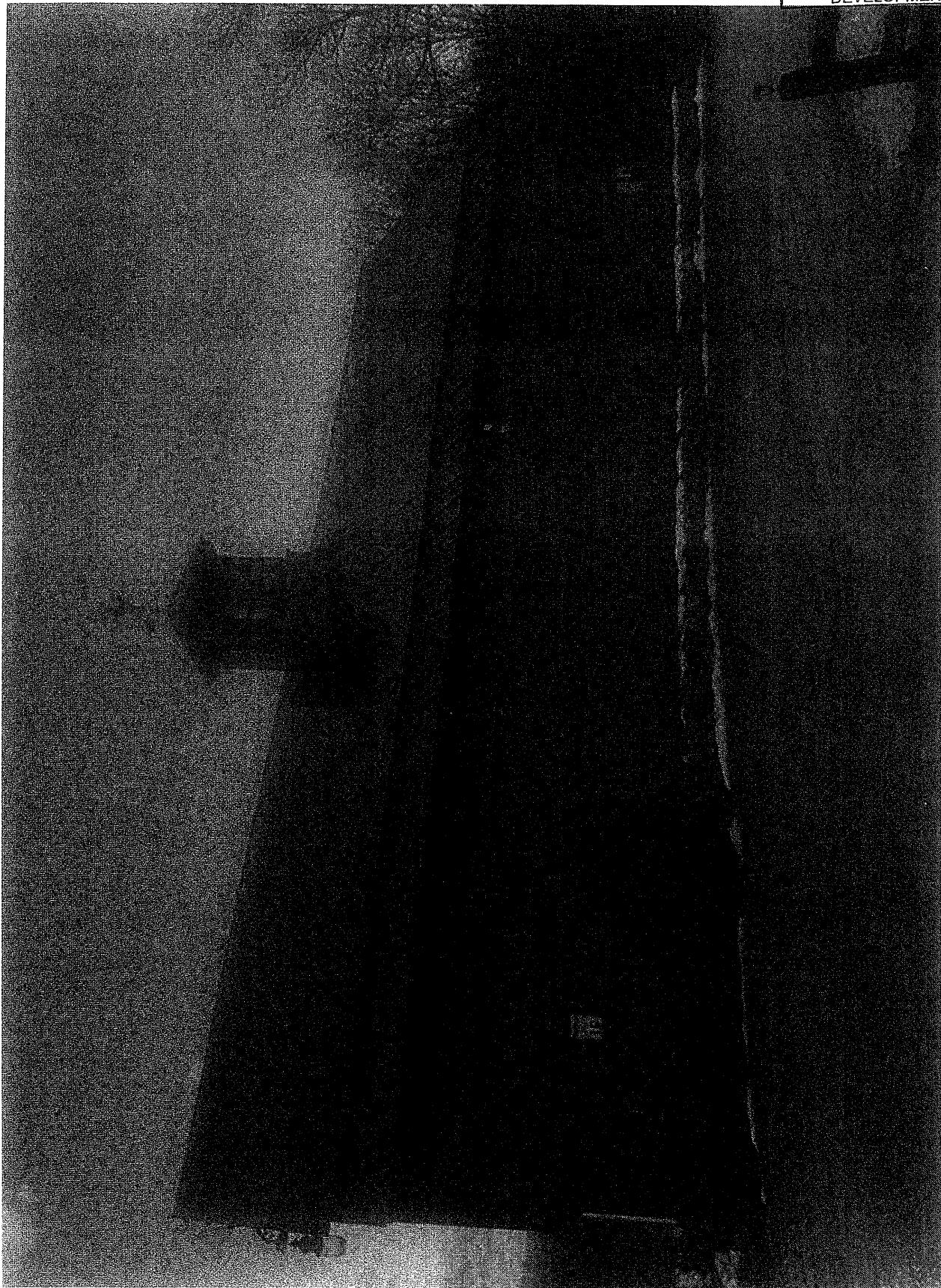
BOW COMMUNITY
DEVELOPMENT



RECEIVED

JAN 16 2026

BOW COMMUNITY
DEVELOPMENT





RECEIVED
JAN 16 2026
BOW COMMUNITY
DEVELOPMENT

Town of Bow, NH
1 inch = 138 Feet

0 138 276 414

BOW COMMUNITY
DEVELOPMENT

January 16, 2026

The logo for CAI, consisting of the letters 'CAI' in a bold, black, sans-serif font, enclosed within a thick black rectangular border. The letters are slightly tilted upwards and to the right.

LECTURES presented by Mappin, Geophysical Services.

www.cai-tech.com

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.