

Board of Selectmen
Approved Minutes
Tuesday, May 10, 2022

On Tuesday, May 10, 2022, at 6:00 PM, the Board of Selectmen met in Meeting Room A at the Town Municipal Building, 10 Grandview Road, Bow, NH 03304.

I. Call to Order

Chairman Bruce Marshall called the meeting to order. Present: Chairman Bruce Marshall, Vice Chairman Michael Wayne, Selectman Christopher Nicolopoulos, Selectman Matthew Poulin, Selectwoman Angela Brennan, Town Manager David Stack, Fire Chief Eliot Berman, Finance Director Geoff Ruggles, Buildings and Facilities Manager Chris Andrews, Recording Secretary Wendy Gilman, and members of the public.

II. Public Comment

Town Manager Stack apologized for not including the link to the ZOOM meeting on the public notice. A couple of persons reached out looking for the link and he was able to email it to them.

III. Public Hearings

1. RSA 31:95-b Coronavirus State and Local Fiscal Recovery Grant Stryker Power Pro XT Ambulance Cots and Cot Fastener System

Chair Marshall opened the Public Hearing at 6:03 PM. Fire Chief Berman spoke to the request. The grant is to upgrade the existing ambulance cots to Stryker Power Pro XT ambulance cots and cot fastener system. These cots will allow one person to load a patient into the ambulance instead of two persons.

Chair Marshall asked for any public comment. Sensing none, he closed the Public Hearing at 6:06 PM and called for a motion.

A Motion was made by Selectman Nicolopoulos, and duly seconded by Selectman Poulin, in accordance with RSA 31:95-b to accept the \$50,024.68 grant from the Coronavirus State and Local Fiscal Recovery Fund to purchase Stryker Power Pro XT ambulance cots and cot fastener system. Motion Passed 5-0.

2. RSA 41:9-a Fire Department Fees Non-resident Ambulance Transport

Chair Marshall opened the Public Hearing at 6:08 PM. Town Manager Stack spoke to the issue. An amendment is proposed to Chapter 124, Fee Schedule of the Bow Town Code, to add section 124-7 (A) Fire Department Fees for non-resident ambulance charges. No changes are proposed to the Bow Resident ambulance charges. Chair Marshall asked for public comment.

Sandy Crystal, One Sherwood Drive, asked how the fees for Bow residents compared with those of non-resident fees. Selectman Nicolopoulos responded, stating that non-resident fees were increased by 20% over resident fees except for the Paramedic Intercept fee which was the same. Chair Marshall called for further discussion. Sensing none, he closed the Public Hearing at 6:10 PM and called for a motion.

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Selectman Nicolopoulos moved to adopt the proposed fee changes as outlined in the Select Board packet, page 2 for non-residents. Selectman Poulin duly seconded the motion. Motion Passed 5-0.

IV. Meetings - Preston Blair and Courtney Audet – Request for driveway permit on Class VI Road

Ms. Audet spoke to the request. The easiest access to their property is from the Class VI. road which is directly across from an already approved driveway. If they were to come in from the Class V. Road, it would require a lot of fill and is not as safe as access from the Class VI. road. There is also a town turnaround located at the Class V. Road and snow is piled there. The applicants are aware that the Town is not responsible for maintaining a Class VI. road.

Fire Chief Berman said while the Class VI. road does not meet the 20-foot width requirement for health and safety, they would still be able to get a fire truck and ambulance down there. He agreed the access from the Class VI. road would be a lot safer, easier, and more direct to get to that piece of property. There is a wetland on the corner of the Class V. Road. There is some question whether they could even access the property from there. Chair Marshall stated that there were statutory requirements for accessing the property from a Class VI. road such as: a maintenance agreement is required to be filed with the Registry of Deeds and the road also has to meet fire standards of a 20-foot width for access by fire department apparatus.

Selectman Nicolopoulos made a motion to authorize the applicants to move forward with the planning and zoning approval conditioned on obtaining their approval; conditioned on recording of a maintenance agreement; conditioned on following State law and upon that, the request may be acceptable for review and approval. Motion was seconded by Selectman Poulin. Sensing no further comment, the Chair called for a vote. Motion Passed 5-0.

V. Consent Agenda

1. Sewer Abatement – Tom and Cindy Prescott - \$131.02 plus interest
2. Intent to Cut – Map 4, Lot 2, Block 4

Selectman Nicolopoulos moved the Consent Agenda and Selectman Poulin seconded. The Chair called for discussion. Sensing none, he called for a vote. Motion Passed 5-0.

VI. Town Manager's Report

Town Manager David Stack reviewed the items of his report dated May 6, 2022.

- The Right to Know training with Town Counsel has been scheduled for May 18, 2022, at 6:00 PM.
- After speaking with the NH DOT Project Manager and the company that will be replacing culverts, any night work that may be done will be up on I-89. A police detail will not be needed on Valley Road. Since it is a state project, they would use a State Police detail if needed.
- The Municipal Office Building Renovation RFP bids are due on June 7, 2022. Work on the Municipal Building Energy Recovery System has begun.

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- Details have been worked out with Central NH Regional Planning Commission for the services of a Circuit Rider Planner for assistance.
- Pride Week is set for June 19 – 25, 2022. More details to follow.

VII. Discussion/Action Items

1. Acceptance of April 26, 2022, Meeting Minutes

Selectman Nicolopoulos moved to accept the minutes of April 26, 2022. Selectman Poulin seconded the motion. The Chair called for questions or comments. Selectwoman Brennan asked if they wanted to wait until Administrative Assistant Tonia Lindquist came back for vacation in case, she wanted to be a part of the discussion. Selectman Nicolopoulos withdrew his motion to approve the minutes, so Ms. Lindquist could be present. Selectman Poulin agreed with the motion to withdraw. Both the April 26th and the May 10th meeting minutes will be on the agenda for the approval at the next meeting.

2. Approve purchase of lumber for Hanson Storage building

Selectman Nicolopoulos moved to approve the building material quote of \$32,031.18 from Mast Road Grain and Building Supplies of Goffstown for the equipment storage building. Selectman Poulin seconded the motion. There was some discussion on the volatility of pricing for construction materials. Selectman Nicolopoulos moved to amend his motion to increase the amount to \$33,000. The seconder agreed.

Upon further discussion with the Buildings and Facilities Manager, Selectman Nicolopoulos withdrew his amended motion. He then moved to authorize Town Manager Stack to enter into a contract with Pelcon General Contractors for construction of the storage building and Mast Road Grain and Building Supplies for the materials in a total amount not to exceed \$70,000. Selectmen Poulin seconded the motion. Sensing no further discussion, the Chair called for a vote. Motion Passed 5-0.

3. Minutes – Recording Requirements – (Vice Chair Wayne)

After the minutes are approved by the Select Board, the recording of the meeting is not kept and are erased. In one instance there was a need to go back to clarify prior minutes, but the recording had been destroyed. Selectwoman Brennan suggested a video recording would make it easier for the Administrative Assistant because she could see who was speaking when sometimes the audio recording is difficult to understand.

Sue Marcotte-Jenkins, 11 Hope Lane, stated she had requested and received audio copies of some Board of Selectmen meeting minutes. She has those available if it would assist with any clarification. It was decided that the Board will wait until the Administrative Assistant is back to include her in the discussion.

4. Request for Closure of Road per Town Code 154-3., C. for Memorial Day Ceremony and Picnic

Selectman Nicolopoulos moved to authorize the closure of Bow Center and /Logging Hill Intersection to Heidi Lane from 10:00 AM to 1:30 PM on Monday, May 30th for the Memorial Day Ceremony and Community Picnic. Motion was seconded by Selectman Poulin. The Chair called for discussion. Sensing none, he called for a vote. Motion Passed 5-0.

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5. Board representation on Bow Elementary School Addition/Renovation Committee

Jennifer Strong-Rain contacted the Select Board to ask if a member would like to sit on the Bow Elementary School Addition/Renovation Committee which will start meeting again. Selectwoman Brennan agreed she would participate, and Selectman Nicolopoulos indicated he would serve as an alternate. Town Manager Stack will notify Ms. Strong-Rain.

6. Charter Committee\Charge

Selectwoman Brennan has revised the Charter Information Committee Charge based on previous discussions and presented the following draft for the record:

1. Inform the community about the forms of town government allowable by New Hampshire state law
2. Inform and facilitate community discussion about the pros and cons of writing a new town Charter to the needs of our community and town government now and into the future.
3. Inform the community about the Charter Commission process prescribed in RSA 49-B.
4. Consult with Town Counsel, as needed.

Selectwoman Brennan moved to approve the Charter Information Committee Charge as previously stated. Selectman Nicolopoulos seconded the motion. The Chair called for a vote. Motion Passed 5-0.

Selectwoman Brennan will coordinate with the Town Manager in reaching out to prospective committee members.

VIII. Reports

1. Right to Know Log (Handout provided)

2. Coronavirus State and Local Fiscal Recovery Fund

Public Safety (9) CJIS (Criminal Justice Information Service) Security Policy compliance – CJIS is an important compliance standard for law enforcement at the local, state, and federal levels, and is designed to ensure data security in law enforcement.

Selectman Nicolopoulos moved to approve \$31,925 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) for CJIS compliance at the Police Department. Selectman Poulin seconded. The Chair asked for discussion. Sensing none, he called for a vote. Motion Passed 5-0.

3. Outstanding Projects

Remove from the list: Restitution from power plant protesters and Tour Tara Commons Development.

IX. Bottom Lines

Selectwoman Brennan: acknowledged that the past Sunday was Mother's Day which can be a difficult day for those who have experienced loss and other challenging circumstances. She hopes all mothers got a moment of peace on Sunday no matter what their situation. The Rotary Car Show is Saturday, May 14th from 8:00 AM until 2:00 PM.

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Selectman Poulin: mentioned the Memorial Day event on May 30th.

Selectman Wayne: kudos to the Fire Department for their recovery efforts and all the calls they had on that same day.

Selectman Marshall: No comments.

Selectman Nicolopoulos: No comments.

X. Non-Public Session RSA 91-A-3 – None.

XI. Adjournment

There being no further business before the Board, the Chair called for a motion to adjourn. Selectman Nicolopoulos so moved and Selectman Poulin seconded. Motion Passed 5.0. Meeting adjourned at 6:35 PM.

Respectfully submitted,
Wendy Gilman, Recording Secretary

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