

**Board of Selectmen
Approved Minutes
Tuesday, July 12, 2022**

On Tuesday, July 12, 2022, at 6:00 p.m., 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, Finance Director Geoffrey Ruggles, Administrative Assistant Tonia Lindquist, and members of the public.

II. PUBLIC COMMENT

Emily Bibbo, 20 Hampshire Hills Drive, came before the Board to share her shock and dismay with Selectwoman Brennan's use of profanity and name calling directed toward another Selectman after the June 14, 2022 Board of Selectmen Meeting adjourned.

Chairman Marshall apologized to Ms. Bibbo for the conduct that took place after the meeting had adjourned, and assured her it would not be tolerated moving forward.

III. PUBLIC HEARING

RSA 31:95-b – Emergency Management Performance Grant for Generator

At 6:00 p.m. Chairman Marshall opened the Public Hearing for comments on the Emergency Management Performance Grant. Hearing no public comments, Chairman Marshall closed the Public Hearing at 6:02 p.m.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to accept the terms of the Emergency Management Performance Grant as presented in the amount of \$44,500 for the purchase and installation of a generator at the community's emergency shelter (Baker Free Library). Furthermore, the Board acknowledges that the total cost of this project will be \$89,000 in which the Town will be responsible for a 50% match. (\$44,500) and authorized Town Manager, David Stack to sign any and all necessary documents pertaining to the grant. MOTION PASSED 5-0.

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RSA 31:95-b – NH Department of Safety for Police Body Cameras - \$36,127

IV. MEETINGS

At 6:04 p.m. Chairman Marshall opened the Public Hearing for comments on the NH Department of Safety Grant for Police Body Cameras. Hearing no comments from the public Chairman Marshall closed the Public Hearing at 6:06 p.m.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin pursuant to RSA 31:95-b to accept a grant from the NH Department of Safety in the amount of \$36,127 for reimbursement of 50% of the cost to equip the police department with body worn cameras. MOTION PASSED 5-0.

1. Adam Cheney – NH Fish & Game (Selectman Poulin)

Lt. Adam Cheney with the NH Fish and Game Department came before the Board to discuss the wildlife in Bow, and the current population of bears and some of the ways the department manages the population, and some tips on keeping bears away.

2. John Greene – Audley Divide concerns

Mr. Greene was not able to make this meeting, the Board will table this item until the next meeting.

3. Nicole Foote – Appeal of surcharge for after the fact electrical permit

Ms. Foote was not able to make this meeting, the Board will table this item until the next meeting.

4. Larry Haynes – HLF’s Request for Town Water

Larry Haynes with Grappone Automotive, Chris Nadeau with Nobis Group, Ari Pollack, Esquire with Gallagher, Callahan and Gartrell and Jay Jennato from Severino Trucking, came to request the Board reconsider HLF’s request for a water main and Service Extension Agreement.

There was back and forth discussion on the details of Phase I and Phase II plans, the construction of the extension to the water line, various emails with all parties concerned, WhiteWater’s role in the project, applications and plans submitted to the Planning Board and the Town.

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A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to adopt the HLF Bow South Water Service Extension Agreement provided upon 1) HLF obtain an After the Fact permit, 2) that HLF is able to provide the necessary legal review and 3) HLF to provide satisfactory design plan to the public infrastructure, as-built plans to qualify for public water infrastructure, and upon Director Sweeney's review and recommendation. MOTION PASSED 5-0.

5. Jessica Dunbar – Energy Committee Update

Jessica Dunbar, Chairman of the Energy Committee updated the Board on the upcoming projects that the committee is working on.

6. Geoff Ruggles – End of Year Preliminary Financial Report and Primex CAP for FY-2024-FY 2026 Property & Liability and Worker's Compensation Coverage

Finance Director Geoff Ruggles, reviewed with the Board his End of Year Preliminary Financial Report, noting revenues are almost \$525,000 over estimates, and expenses are roughly \$641,000 under budget.

Finance Director Ruggles reviewed with the Board a Contribution Assurance Program (CAP) being offered by PRIMEX for the FY 2024-26 Property & Liability Program and FY 2023-25 for the Worker's Compensation to lock in a rate.

The Board will not participate in the CAP programs being offered by PRIMEX at this time.

IV. CONSENT AGENDA

1. Appointment – Charter Information Committee – Sue Marcotte-Jenkins
2. Appointment – Charter Information Committee – Harry Judd
3. Appointment – Charter Information Committee – Jack Crisp, Jr.
4. Appointment – Charter Information Committee – Peter Imse
5. Appointment to Planning Board – David Glasier
6. Property Tax Abatement – PSNH - \$3.00
7. Property Tax Warrant – Thomas and Louise Modini - \$3,476.
8. Yield Tax – Continental Paving Inc. - \$4,042.09
9. Sewer Warrant

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to approve consent agenda items numbers five (5) through nine (9) as presented. MOTION PASSED 5-0.

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Consent Agenda items one (1) through four (4) were tabled, to allow Selectwoman Brennan and Selectman Nicolopoulos time to review the volunteer applications received thus far, as they are Board representatives to the Charter Information Committee.

V. TOWN MANAGER'S REPORT

Town Manager Stack reported on the following items:

- **Safety Center security gate:** Chris Andrews will be writing up an RFP to have the gate installed.
- **Community Development Director position:** The panel conducted two interviews on Thursday and has Recommended a finalist. I am in the process of checking references.
- **Community Development Administrative Assistant position:** There is a finalist for this position, and I am checking references.
- **Dow Road Commercial Development:** The project developer has informed the Town that they are no longer planning to connect the buildings to the municipal water system.
- **E-mail changes:** The email addresses for the police department personnel have changed. They are still first initial, last name; however, they are now followed by @bownhpd.gov. This change was made to comply with the requirements of the FBI CJIS database system.

Town Manager Stack also reported Chief Miller, Lt. Lamy and Lt. Pratte are working on the Police Policy Development Project which involves 315 policies to change over to CALEA Accreditation.

- **Tax Liens and Deeding:** On June 29, 2022, the Tax Collector executed tax liens on 23 properties for uncollected 2021 taxes. The total of the liens is \$104,658.49.

VI. DISCUSSION / ACTION ITEMS

1. Acceptance of the June 14, 2022 Meeting Minutes

A MOTION was made by Selectman Poulin and duly seconded by Selectman Nicolopoulos to approve the minutes of June 14, 2022 as presented. MOTION PASSED 5-0.

2. Acceptance of Bid for Ford Interceptor

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The Board reviewed a purchase order put forth by the Bow Police Department to purchase a 2022 Ford Interceptor, including a trade-in value of \$ 5,500 for a total price of \$29,030,

A MOTION was made by Selectman Nicolopoulos and duly seconded by Vice Chair Wayne to accept the bid and approve the purchase order in the amount of \$29,030 to purchase a 2022 Ford Interceptor from Grappone Automotive Group. MOTION PASSED 5-0.

3. Qualified Sales Report

The Board reviewed a memo from Assessor Hurley dated July 6, 2022 concerning the preliminary equalization report. No action taken by the Board.

4. Field use fees for Bow Soccer Club

Town Manager Stack discussed with the Board the Soccer Club fees as a follow up from the Board's meeting with Bow Athletic Club and Bow Soccer Club, back in the Spring.

Selectwoman Brennan shared her concerns with the changing conditions of the fields between the fall use and spring use, that could potentially require more maintenance of the fields.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Vice Chair Wayne to consider the use of the fields in the spring and fall by Bow Athletic Club and Bow Soccer Club as two separate seasons, therefore they would be charged for two seasons. MOTION PASSED 5-0.

5. Acceptance of resignation from Willis Sloat, Planning Board

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Wayne to accept the resignation of Willis Sloat, from the Planning Board, with regrets. MOTION PASSED 5-0.

VII. REPORTS

1. Right to Know Log

The Board reviewed the Right to Know log.

2. Coronavirus State and Local Fiscal Recovery Fund

The Board reviewed the Coronavirus State and Local Fiscal Recovery Fund and updated accordingly.

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There was some back-and-forth discussion on the status of the deficiencies at the Public Safety Building.

3. Outstanding Projects

The Board reviewed the Outstanding Projects list and updated accordingly.

Before moving onto bottom lines, Chairman Marshall announced there was an additional item for discussion. A request from Bow Open Spaces to do some trail work and to name the trail Warner Trail once the work is completed.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Vice Chair Wayne to authorize Bow Open Spaces to complete the trail work and adopt this trail to name it the Warner Trail after the Warner Family, for their dedication to Bow Open Spaces. MOTION PASSED 5-0.

VIII. BOTTOM LINES

Chairman Marshall: Thanked Bryan Westover for guiding him in the search for the missing person. Thanked the Fish & Game Department and commended the Police and Fire Department. Echoed Vice Chair Wayne's statement, the ethics policy and rules of conduct are pretty clear, there is no room for disrespect from one Board member to another. I want to also apologize to Ms. Bibbo, my job as Chairman is to keep order in a meeting and that includes after the meeting is done, and people leaving the building. Going forward I will make it a point to be the last person to leave the room.

Vice Chair Wayne: wanted to address the Board on what Ms. Bibbo said at the beginning of the meeting. As a reminder to the Board, we have to maintain civility during meetings at all times and off site. Board members, if someone is speaking don't interrupt wait until they are done. Board members shall not make false statements about other Board members. In the event a Board member acts in a manner as described during a meeting, the meeting will be suspended until conduct issues have been resolved. I thank Ms. Bibbo for sharing her concerns with the Board.

I attended Ms. Hayes's send off, and met the three new police officers and participated in the Bow Pride Clean Up Week. I too, thank Bruce and Bryan Westover and the Police in their efforts during the search.

Selectman Nicolopoulos: reported it may be time to advertise for the Boston Post Cane. Ms. Lindquist will follow up to see if it is time.

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Selectman Poulin: asked how the Solar Panels on the public safety building are doing for the town and took a moment to thank the Bow Police, and thank Bruce and Bryan Westover for participating in the search effort.

Selectwoman Brennan: asked for a status on CivicPlus re-design. Echoed the sentiments in thanking the Bow Police Department, NH Fish and Game, and State Police troopers in their effort to search for the missing person. It was very unfortunate of the outcome and my condolences go out to the family; I certainly wish it was a better outcome but appreciate the work that went into the search effort.

IX. NON-PUBLIC SESSION - NH RSA 91-A:3, II(c)

May adversely affect reputation of non-BOS person

X. ADJOURNMENT

At 8:00 p.m. A MOTION to adjourn was made by Selectman Poulin and duly seconded by Vice Chair Wayne.

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