

**Board of Selectmen
Approved Minutes
Wednesday, September 14, 2022**

On Wednesday, September 14, 2022, at 5:00 p.m., the Board of Selectmen met in Meeting Room A, at the Town Municipal Building, 10 Grandview Road, Bow, NH 03304.

X. NON-PUBLIC SESSION - NH RSA 91-A:3, II (d) taken out of order of the agenda.

Sale, lease or acquisition of property that if discussed in public would benefit an interested party.

Please note the Board of Selectmen held their non-public session from 5:00 p.m. to 6:00 p.m. as noted on the agenda.

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, Administrative Assistant Tonia Lindquist, and members of the public.

II. PUBLIC COMMENT

None

III. PUBLIC HEARING

1. New Hampshire Department of Safety Grant – Purchase of Mobile Data Terminal (\$20,284)

Chairman Marshall opened the Public Hearing for comments at 6:01 p.m. Hearing no comments from the public Chairman Marshall closed the hearing at 6:02 p.m.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin, to accept the grant from the New Hampshire Department of Safety in the amount of \$20,284 to be used to purchase Mobile Data Terminals for the Police Department. MOTION PASSED 5-0.

2. State of New Hampshire Highway Block Grant Aid and Municipal Bridge Funding to be used for drainage, grading and paving Stack Drive (\$190,756.40).

Chairman Marshall opened the Public Hearing for comments at 6:02 p.m. Hearing no comments from the public Chairman Marshall closed the hearing at 6:03 p.m.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to accept the grant from the State of New Hampshire Highway Block Grant in the amount of

\$190,756.40 to be used for drainage, grading and paving on Stack Drive. MOTION PASSED 5-0.

IV. MEETINGS

Andy Foote – 3 Logging Hill Road, Mr. Foote came to request from the Board, his \$250 fine he received for building without a permit be waived. Mr. Foote self-reported he had built the building not knowing he should have obtained a permit first.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to waive the \$250.00 fine for building without a permit. MOTION PASSED 4-1.

Selectwoman Brennan and Vice Chair Wayne shared their concern with following procedures. Selectman Poulin for clarification stated the fines were recently changed and were not designed to penalize a resident they were designed to penalize contractors.

The Board would like Town Manager Stack to work with the Community Development Department to clarify how the fees are impacted.

V. CONSENT AGENDA

1. Appointment – Sarah Guinther – Planning Board Alternate
2. MS-1
3. Utility Billing Warrant - \$8,614.67
4. Charter Information Committee - Recommendations/Appointments

Anthony Foote, Christopher Lins, Harold Judd, Jack P. Crisp, Jr., Sue Marcotte-Jenkins and Peter Imse.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to approve the consent agenda as presented. MOTION PASSED 5-0.

VI. TOWN MANAGER’S REPORT

Town Manager Stack read from his Town Manager’s Report dated September 9, 2022 (attached).

Vice Chair Wayne asked to sit in on the meeting for the Economic Development. Selectman Poulin confirmed Officer LeBlanc will be using Lt. Pratte’s former K-9 vehicle. Town Manager Stack confirmed we have one opening for a police officer.

VII. DISCUSSION / ACTION ITEMS

- 1. Acceptance of the August 16, 2022 Meeting Minutes**

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Wayne to approve the minutes of August 16, 2022, as amended. MOTION PASSED 5-0.

2. Dubois & King – Water Extension Project Update

Chairman Marshall recused himself as he may have an interest in one of the potential locations.

Town Manager Stack updated the Board on the water extension project; Dubois and King are proceeding with the golf cart location (option 3, Route 3A) by mapping wetlands, developing an access road and site plan, borings will be drilled and a ground survey will be conducted.

3. Request from Conservation Commission to accept a Conservation Easement

The Board discussed and reviewed a request from the Conservation Commission whereas NH Fish and Game is requiring a conservation easement deed for a very small part of property owned by DHL to protect the rare species in that area.

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectwoman Brennan to agree to, and accept the Conservation Commission's request for a motion in light of the fact that it will help expedite the development of the DHL building. MOTION PASSED 5-0.

4. Fire Details Rates

The Board reviewed Fire Chief Berman's memo requesting to implement a Firefighter/EMT detail rate of \$75.00 per hour for the school district.

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Wayne to move forward with a public hearing to discuss implementing a Firefighter/EMT detail rate of \$75.00 per hour for the school district. MOTION PASSED 5-0.

5. 2019 Tax Liens and Deed Waivers

The Board discussed and reviewed a memo from Town Clerk/Tax Collector Naik concerning the 2019 tax liens that are set to be deeded on September 28, 2022.

A MOTION was made by Selectman Poulin and duly seconded by Vice Chair Wayne to deed Maurice Nepveu at Turee View Road, BCG by the Bay Holdings, LLC at 4 Robinson Road, John R. Burton IV at 50 Grandview Road, and waive, by deed waiver, Slim Dollar Realty Associates LLC at 19 Woodhill Road. MOTION PASSED 5-0.

6. Streetlight request

Town Manager Stack discussed with the Board a request his office received from residents at 20 Grandview Road to reinstate the streetlight that was previously on before the LED conversion.

There was back and forth discussion concerning Chief Millers recommendation of having the streetlight reinstated for safety reasons and what the cost would be.

No decision was made; the Board would like Town Manager Stack to look into pricing and to contact the LED vendor the town used for the conversion.

7. 2023/2024 NHMA Legislative Police Conference voting delegate

A MOTION was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin to nominate David Stack to attend the 2023/2024 NHMA Legislative Police Conference. MOTION PASSED 5-0.

Selectwoman Brennan will serve as an Alternate if Town Manager Stack cannot go.

8. Bow Pioneers – Beaver Trapping Request

Mark Dube, 42 Quimby Road, Bow Pioneers Snowmobile Club. Mr. Dube requested permission from the Board to trap beavers and remove debris caused by the beavers around the current drainage system already in place on Town owned property adjacent to Hooksett Turnpike.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Nicolopoulos to trap the beavers and remove the debris caused by the beavers around the current drainage system on Town owned property (4-4-44). MOTION PASSED 3-2

Selectwoman Brennan and Vice Chair Wayne requested a humane way of trapping the beavers, if that was an option.

VIII. REPORTS

1. Right to Know Log

The Board reviewed the Right to Know log noting two new requests.

2. Coronavirus State and Local Fiscal Recovery Fund

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

3. Outstanding Projects

The Board reviewed the Outstanding Projects list and updated accordingly.

4. Municipal Resources Code Investigation

The Board reviewed a memo from John Lozowski, from Municipal Resources, Inc. concerning a resident complaint regarding tree cutting taking place at 565 Page Road, in a “no cut buffer zone”.

The Board would like a restoration report from Mr. Lozowski, and would like to have the violation of the site plan addressed with the Planning Board.

Sandy Crystall, Conservation Chair, shared her concerns, that someone with knowledge such as an arborist and/or landscape architect should be consulted on these matters.

Harry Judd, 25 Stack Drive shared his concerns cutting the trees was a violation of the site plan on file with the Town, and this should have gone back to the Planning Board for approval.

IX. BOTTOM LINES

Selectwoman Brennan: Thanked the elected officials, town employees, volunteers and poll workers. It was a smooth election, with a good turn out. Those of us outside stayed dry mostly. The elections run smoothly because of the work being done inside, and that is appreciated.

Selectwoman Brennan updated the Board on the recent Heritage Day activities she attended, it was a great day. She acknowledged the hard work the commission put into making this event possible including cleaning up our historic buildings.

Selectman Nicolopoulos: Elections were so smooth, and it was nice to see the schools have school during the elections. It was nice to see the organization between the Moderators and Town Clerks when they each had to step out for a little while, it was seamless.

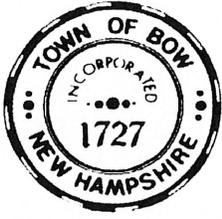
Selectman Poulin: Echoed Selectman Nicolopoulos sentiments on the elections. Thanked Selectman Nicolopoulos, Chairman Marshall and Vice Chair Wayne for covering for him as he had an event with the Make a Wish Foundation on the same day. Thanked the volunteers and DPW for cleaning up after the elections. Thanked the Bow Pioneers for all they do, and reminded everyone the Bow Pioneers are having their annual mum sale this weekend.

Vice Chair Wayne: Thanked Director Sweeney for the railroad maintenance work being done. Echoed the comments by Selectman Nicolopoulos and Selectwoman Brennan on elections. Heritage Day was a great day, however poorly attended.

Chairman Marshall: Thanked Vice Chair Wayne and Selectwoman Brennan for attending Heritage Day. Thank everyone who helped out at elections, it did go smoothly and he especially wants to thank the tax payers who took the time to stop and chat with him after they voted it was refreshing to see how on top they were, of what we do as a select Board. Thanked Vice Chair Wayne for being there from the beginning to the end.

X. ADJOURNMENT

At 7:21 p.m. A MOTION to adjourn was made by Selectman Nicolopoulos and duly seconded by Selectman Poulin.



TOWN OF BOW

Office of the Town Manager

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Phone (603) 223-3900 | Website www.bownh.gov

To: Board of Selectmen
From: David L. Stack, Town Manager
Subject: Town Manager's Report - 9/9/22

Administration

ICMA Conference: I will be attending the ICMA Conference next week and will be back in the office on Thursday, 9/22/22.

Community Development

Economic Development: I have been meeting with Stu Arnett from the ADG consulting firm to discuss how they can help the Town manage the commercial development projects that are underway, including Dow Road, Coastal Forest Products, DHL expansion and the proposed Flatley development at Exit 1. We have also discussed ADG providing assistance with the TIF processes, particularly related to Flatley. He is drafting a proposal and we will be meeting this week to review the proposal and bring him up to date on the status of the projects.

Police Department

School Resource Officer: SRO Serena Shuter will officially be starting in the schools on Friday, 9/16.

K-9 Boris: Officer Matt LeBlanc and Boris will be visiting the Board before the meeting on 9/27.

MDT grant agreement: I signed all grant paperwork and submitted it to State. It will now need to be approved by Governor and Council

My activities last week included:

One on One with Chief Miller; Meeting with Stu Arnett to discussion commercial development project management; Attended monthly BDC meeting; Attended CIP Committee meeting; Met with Tom O'Donovan, Cindy Klevens and Selectmen Poulin to discuss water to Bow Junction and Bow Mills; and attended monthly Water and Sewer Operations meeting.