

Town of Bow

Buildings & Facilities Advisory Committee Meeting

DRAFT

November 18, 2025

Present: David Cook (Chair), Chris Andrews (Building and Facilities Manager), Thomas Betteridge (Vice Chair & Secretary), and Daniel Thomas.

1. Call to order.
 - a. Chair David Cook called the meeting to order at 6:07 pm.
2. Public Comment
 - a. None
3. Acceptance of the minutes
 - a. Motion to approve the October 21, 2025, meeting minutes by Daniel Thomas, second by David Cook. 3 approvals, none against. Passes
4. New business:
 - a. Priorities and Goals for 2026.
 - i. Fill in knowledge gaps for each building. Additional pricing or info needed for various buildings to ensure all items are covered.
 - ii. Review CIP report.
 - iii. Evaluate timelines for CIP report and make recommendations for timing.
 - iv. Possibly break out each building to cover the items.
 1. Start looking at the minor buildings.
 2. Old town hall the window replacement/restoration costs are approximately \$24,000.
 - b. Feedback on this past year. Having the committee make recommendations to the CIP committee helped Chris with the process flow.
5. Old business:
 - a. Library: Holding pattern for now. Trustees are looking at the options.
 - b. Safety Center Update: work has been completed.
 - c. Municipal Building: None
 - d. Hanson Park Update: None
 - e. DPW Update: Working on wrapping up the ventilation system project. Existing louvers are being fixed and brought up to working order. Working through start up of the system.
 - f. Old Town Hall Update: None
 - g. Rec Center Update: The building addition had a pre-bid walk. Nine different companies showed up to the walk.
 - h. Budget Update: None
 - i. Community building Update: There is a new group to work through options for the site. The group wants to keep the project under 17,000 sq. ft. The intent is to present an option to the selectboard in the Fall of 2025.
 - j. Energy conservation committee update: None

- k. Other: The town is looking to updated phone and internet systems for the town buildings. There have been many outages with the current system. Updates to the phone system have not been done recently. There is a meeting tomorrow to discuss the options and see if the town can move forward with a new system. This change could consolidate 3 companies that are currently servicing the system down to 1 company who is responsible for the entire system.
- 6. Next meeting date and location
 - a. 12/ 16 /2025 at 6 pm Location, Municipal building.
- 7. Adjourn
 - a. Motion to adjourn by Davie Cook seconded by Thomas Betteridge. Unanimously approved. The meeting was adjourned at 6:57 pm.