

Board of Selectmen
Approved Minutes
Tuesday, February 25, 2020

On Tuesday, February 25, 2020, at 6:00 p.m., the Board of Selectmen met in Meeting Rm. A, at the Municipal Building, 10 Grandview Road, Bow, NH.

I. CALL TO ORDER

At 6:00 p.m. Vice Chair Hunter called the Board of Selectmen meeting to order.

Present: Vice Chair Colleen Hunter, Selectman Harry Judd, Selectman Michael Wayne, Selectman Matthew Poulin, Town Manager David Stack, Finance Director Geoff Ruggles, Town Moderator Peter Imse, Attorney Jack Crisp, Administrative Assistant Tonia Lindquist and members of the public.

Not Present: Chairman Christopher Nicolopoulos

II. PUBLIC COMMENT

None

III. MEETINGS

1. Town Meeting / Warrant Review with Peter Imse & Jack Crisp

The Board reviewed the Town Warrant with Town Moderator Peter Imse and Attorney Jack Crisp, who will be filling in as moderator pro tem for Peter Imse at Town Meeting.

Vice Chair Hunter shared her concern regarding how the Town Moderator write in would be posted, and how that would affect Town Elections, and Town Meeting.

Paul Burkett, 41 Ridgewood Drive, Mr. Burkett inquired whether there could be a motion at the beginning of the meeting to allow any non-voters to speak or does it have to be decided individually speaker by speaker.

Moderator Imse stated a voter could make a motion to allow any non-voter to speak.

Paul Burkett, 41 Ridgewood Drive, Mr. Burkett discussed briefly with the Board his concern with the Town having a Budget Committee.

2. Quarterly Financial report – Geoff Ruggles

Finance Director Geoff Ruggles reviewed with the Board his 2nd Quarter Financial Report, noting revenues are down slightly.

The Board discussed briefly the Parks and Recreation budget and revolving fund.

IV. CONSENT AGENDA

1. Current Use – Pinnacle Lane Development - \$12,350.00- 36 Pinnacle Lane
2. Current Use - Brent Corson and Christina Alexandria \$10,380.00 – 69 Brown Hill Road
3. Current Use - Eric & Catherine - \$1,130.00 – 54 Woodhill Road
4. Current Use – Town of Bow - \$0.00 – off of Fawn Court
5. Current Use – Fawn Court Open Space Homeowners \$0.00 – off of Fawn Court
6. Current Use – Beth Catenza - \$8,500.00 - 7 Fawn Court

A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to approve the consent agenda as presented. MOTION PASSED 4-0.

V. TOWN MANAGER’S REPORT

- Town Manager Stack reported on the following topics:
- License to Vend; I am working on an ordinance for the Board’s consideration concerning regulation of food trucks at the Community Building.
- Time for mid-term discussion; We need to set a date and time to sit down to discuss progress on my performance and on the status of organizational goals.
- Testing on House and Garage; The Town owned home and garage on Dunklee/3A was tested for asbestos. There is asbestos in the home but not in the garage. Town forces are tentatively scheduled to demolish and remove the garage next week.
- New gym lights; installation of the new gym lights at the community building is scheduled for Monday, February 24, 2020.
- Shifts; Chief Lougee has been filling a number of shifts because the Department has had a rash of sickness.
- Interns; Police Department is being assisted by our Prosecutors Office with an Intern who is helping us with evidence destruction requests to the court – this will enable us to destroy or return evidence in cases that have been closed by the courts. We also have an NHTI Criminal Justice Intern for a few days per week. He will be doing ride-a-longs, assisting in administrative functions and learning the trade.
- New Recreation Director; our new Director, Darcy Little, started on Tuesday, February 18, 2020.

VI. DISCUSSION/ACTION ITEMS

1. Acceptance of minutes from the February 11, 2020 meeting.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Wayne to approve the February 11, 2020, Board of Selectmen meeting minutes as amended. MOTION PASSED 3-0-1.

2. Board of Selectmen Goals for FY 2019-20.

The Board reviewed and discussed the Selectmen Goals for FY 2019-20, Town Manager Stack will update accordingly throughout the year and report back to the Board.

A MOTION was made by Selectman Judd and duly seconded by Selectman Poulin to adopt the Board of Selectmen Goals for Fiscal Year 2019-20. MOTION PASSED 4-0.

3. Food Truck License and Bid Process

Town Manager Stack asked the Board to review, and make their recommendations for draft Food Truck License and Bid Process and make their recommendations.

Selectman Judd recommended in paragraph 11, taking out the words *vendor protest* and reaching out to our Health Inspector for further clarification of paragraph 11.

Selectman Judd left the meeting at 7:00 p.m.

4. Bow Pride Week

The Board reviewed the list of potential projects and decided on the dates of May 31, 2020 through June 6, 2020, for Bow Pride Week to be held.

5. Adopt a Spot

Vice Chair Hunter asked the Board for their thoughts on starting an “Adopt a Spot” program in town, by having local landscapers or organizations adopt town owned areas that could benefit from being landscaped.

Town Manager Stack will research how other Towns oversee their Adopt a Spot programs, and will report back to the Board.

Before moving onto Reports, Town Manager Stack asked the Board to review the letter of support, for the Department of Transportation Discretionary Grant Proposal in the amount of \$61,000,000.

A MOTION was made by Selectman Poulin and duly seconded by Selectman Wayne to accept Selectman Judd’s recommended changes and to move forward with the letter of support for the Department of Transportation, to be signed by the Chairman. MOTION PASSED 3-0.

VII. REPORTS

1. Right to Know Log

The Board reviewed the Right to Know Requests received since their last meeting.

2. Outstanding Projects

The Board reviewed the outstanding projects list and updated accordingly.

VIII. BOTTOM LINES

Selectman Nicolopoulos – Not Present

Selectman Hunter scheduled with the Board the time for the next Board of Selectmen Meeting.

Selectman Judd - None

Selectman Poulin thanked Vice Chair Hunter for all that she does for the Board and acknowledged Chairman Nikolopoulos's recent appointment as the Insurance Commissioner for the State of New Hampshire by the Governor.

Selectman Wayne thanked Vice Chair Hunter for all that she did for him and his wife when they were both recuperating from illness and surgery.

IX. NON-PUBLIC RSA 91-A:3,

X. ADJOURNMENT

At 7:30 p.m. A MOTION was made by Selectman Poulin and duly seconded by Selectman Wayne to adjourn the Board of Selectmen Meeting MOTION PASSED 3-0.