

**Town of Bow  
Capital Improvements Committee  
September 2, 2020  
Approved, as Amended, Minutes**

The Capital Improvements Program (CIP) Committee met, Wednesday, September 2, 2020 at 5:30 PM. in Meeting Room C in the Municipal Building at 10 Grandview Road, Bow, New Hampshire and remotely via Zoom.

Committee members present were: Jennifer Strong-Rain (School Board Representative); Jeffrey Knight (Budget Committee Representative); Mike Wayne (Alt. Selectman Representative); Vice Chair Glenn Dugas (Citizen Representative); and Mark Davis (Citizen Representative) via Zoom. Also present were Town Manager David Stack and Finance Director Geoff Ruggles. Bill Oldenburg (Planning Board Representative) was absent.

**I. Call to Order**

The meeting was called to order at 5:30 PM by Vice Chair Glenn Dugas.

**II. Old Business**

1. Acceptance of Minutes of August 19, 2020.

**Motion:**

Vice Chair Dugas moved to accept the minutes for discussion and Mike Wayne seconded. Hearing no discussion, the Vice Chair called for a vote. Motion carried 3-0-2. Jennifer Strong-Rain and Mike Wayne abstained.

**III. New Business**

1. Overview and Review of CIP

The Committee reviewed the CIP summary sheets for Water and Sewer System, TIF Districts, Public Works and Bridges and Highways and answers to questions they had at the previous meeting.

Tiltrotator Attachment – The Committee wanted to know how often it was really used and if it could be rented instead of purchased noting the purchase price of \$31,500.

Municipal Facilities CRF – The Committee wanted to move the mixing shed construction to 2021-22 with the salt shed. There was some discussion on when to bid out the projects and whether the two projects could be done at the same time. The Community Center CRF was left as a placeholder until there is plan developed for it.

School District CRF – School Board Representative Jennifer Strong-Rain gave the Committee an update on the Bow Elementary School (BES) renovation noting that the project and the Building Committee were on hold due to the COVID-19 situation. There was some discussion on other districts holding off on their construction/renovation projects. If they all went out to bid at the same time, it could drive up the quotes. The Committee decided to move the bonding on the BES renovation out 3 years from 2021-22 and to put the architect on hold. Ms. Strong-Rain told the Committee how great the community has been in supporting the schools and mentioned the boy scouts making shields and citizens making masks. From the survey put out by the district, it showed 80-85% of parents wanted schools opened.

Bow High School (BHS) HVAC – In the BHS CRF there appears to be a large deficit a few years down the road. The Committee discussed increasing the contribution from \$100,000 to \$500,000 and then to \$300,000. Jeffrey Knight thinks the quote on the HVAC might be high and volunteered to look into it. Glenn Dugas agreed to get

a price on the roofing. The Committee agreed to raise the contribution to \$300,000 for a few years to see how things pan out.

Police Department CRF – The Chief has requested to purchase an additional patrol vehicle using the CRF. Some discussion occurred around purchasing patrol cars either from the operating budget or through CRF and being consistent in their funding choice. Merge IMC Data from old system – data from the old system can only be accessed through a computer at the Police Station. The data can't be accessed from the patrol cars. The Committee agreed to move it up one year to 2021-22, feeling it should be done sooner rather than later.

Fire Department CRF - The Chief has requested to replace the Rescue Truck with a Utility style truck (\$78,000) while enhancing the department's capabilities. The Committee would like to discuss with Fire Chief Harrington at the next meeting. A list of Cisterns has been added to the CIP. The Committee would like to have them all listed out on the summary sheet.

Parks and Recreation CRF – There is a request to purchase a Toro lawn mower for the Parks and Recreation Department out of the CRF at a cost of \$29,400. It can be used as a lawn mower in the summer and snow plow in the winter.

2. Set next meeting

The next Capital Improvements Committee meeting was set for September 16, 2020.

**IV. Adjournment.**

There being no further business the Vice Chair called for a motion.

**Motion:**

Jeffrey Knight moved and Mike Wayne seconded the motion to adjourn the meeting at 7:10 PM. Motion carried by unanimous vote of the Committee. 5-0-0.

Respectfully submitted,

Wendy Gilman, Recording Secretary