

DRAFT
MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, August 13, 2020 at 5:00 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:03 PM.

Roll Call of Members Present in person at the meeting

Regular Members present: Nina Gardner (Citizen Rep - Chairman), Steve Cobb (Citizen Rep - Vice Chair), Chuck Flanders (Citizen Rep), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep), Jim Dick (Selectmen's Rep).

Regular Members absent: None

Others Present: None

Review of Minutes

A **motion** was made by Chuck Flanders to accept the minutes from the August 06 meeting, with any corrections. Motion was seconded by Brendan Morrison. There was no discussion. The motion **passed** unanimously.

Old Business

- a. The Committee reviewed the latest draft of the report. Editorial comments were provided by the Members.
- b. Ken Carleton departed the meeting at 5:08 PM to respond to an emergency call.
- c. The Committee discussed final changes to the report and the removal of the picture appendices, as they didn't really provide a good representation of the conditions at the PD. The pictures will be saved and used as part of the engagement with the public, where they can be explained to the public in more detail.
- d. Ken Carleton rejoined the meeting at 5:40 PM. The final edits to the report were reviewed.
- e. A **motion** was made by Steve Cobb to accept the final version of the report as amended. Motion was seconded by Chuck Flanders. There was no discussion and the motion **passed** unanimously.
- f. The Committee reviewed a presentation that Nina Gardner will use to direct the discussion with the Board of Selectmen.
- g. Nina Gardner reported that Chief Hankard said the PD facility assessment by the Commission on Accreditation for Law Enforcement Agencies (CALEA) is scheduled for September 24. CALEA is the national accreditation agency for police department facilities, and they will provide an assessment of the Sanbornton PD. The assessment is for reference only.
- h. The Committee agreed that the next meeting would be on Wednesday, August 19 at 5:00 PM to present the report at the Board of Selectmen meeting. It will be scheduled as an in-person meeting at the Town Office, with dial in access for members of the public who want to participate.

A **motion** was made by Ken Carleton to adjourn the meeting, seconded by Brendan Morrison. There was no discussion, and the motion **passed** unanimously.

Meeting adjourned at 6:07 PM.

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