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MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, July 16, 2020 at 5:30 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:34 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), Jim Dick (Selectmen's Rep).

Regular Members absent: Ken Carleton (Employee Rep)

Others Present: None

Review of Minutes

A **motion** was made by Steve Cobb to accept the minutes from the June 11 meeting, with any corrections. Motion was seconded by Brendan Morrison. There was no discussion. The motion **passed** unanimously. Chuck Flanders abstained from the vote.

Old Business

- a. Nina Gardner reported that Chief Hankard said the visit to the Town PD by representatives from Nashua and the State to review the facilities has not been scheduled yet. Once a date is set, he will notify the Committee and he encourages members to participate in the tour.
- b. Nina also reported that Keith McBey (BPS) has reached out to H.L. Turner to see if they would be able to provide detailed design services for Options 3a and 4. H.L. Turner performed the design for the new Belmont Police Department. Keith will advise whether they are available, and if it would require any expenditure of funds by the Town to develop the plans. If funding is required, then the Committee will approach the BoS with the request.
- c. The Committee continued its review of the draft of a report for the Board of Selectmen. Members provided comments and suggested edits, which will be included in the next version. It was also agreed that the Committee would try to get the report finalized and submitted to the BoS in August rather than waiting until September as originally planned. The Committee plans to work on a schedule for engaging with the public on the report and recommendations, including press releases, public meetings, and outreach activities. Nina pointed out that the situation in January may be different, and the final decision about whether or not to put forward a bond on the March 2021 warrant will depend on the economic situation. The Committee should plan, though, to fully support the BoS on engaging with the public to get feedback on the options to help them make a decision.
- d. The Committee reviewed the latest draft of the FAQ's. Steve Cobb expressed some concern that discussions during the Committee's work seemed to generate a lot more questions than are represented in the FAQ document. Jim Dick suggested that the document covers the "most likely" questions, and that it is likely that members will be called upon to answer more questions during various public meetings. If the FAQ's can help reduce even 50% of the questions, then it will achieve its purpose. The Committee agreed to move forward with the FAQ's and they will be incorporated in the report.
- e. Nina asked the Committee to help clarify the support being requested from BPS with respect to Options 3 and 4. Jim Dick suggested that the Committee ask BPS to provide designs with the same level of detail as they had for the 2019 project, along with refined cost estimates that would be adequate to undertake a bond vote. The Committee agreed that designs of that quality would be

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sufficient to help the BoS to make a decision (after public input) on which option to pursue. Nina will relay the Committee's request to Keith.

- f. The Committee agreed that the next meeting would be on Thursday, July 30 at 5:30 PM. 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 Nina Gardner to adjourn the meeting, seconded by Chuck Flanders. There was no discussion, and the motion **passed** unanimously.

Meeting adjourned at 7:51 PM.

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