

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Monday, December 21, 2020 at 5:00 PM

Meeting Place: Online in accordance with Emergency Executive Order #12

Nina Gardner called the meeting to order at 5:02 PM.

Chair Gardner read the following statement:

Good Evening, as Chairman of the Building Construction Committee, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. If you wish to speak, please wait for the Chair to recognize you, then state your name and make your statement.

Please note that all votes that are taken during this meeting shall be done by Roll Call Vote.

Let's start the meeting by taking a Roll Call attendance. When each member states their name, also please state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

Roll Call of Members Present on the Zoom 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). None of the members had anyone else present with them.

Regular Members absent: None

Others Present: Chief Steve Hankard

Old Business

- a. The Committee reviewed the draft of the recommendation report. Members provided several editorial comments, which were incorporated. Nina Gardner asked if the drawings of Option 1 and Option 3a created confusion, since the Committee recommended Option 4. Jim Dick said that since the drawings were paid for, it seemed to make sense to include them for reference. The Members agreed to leave them in the final report.
- b. The Committee then reviewed a draft of the presentation to the Board of Selectmen on Wednesday. Nina Gardner will give the presentation, but as many members as are available will join the meeting. It will be noticed as a joint meeting of the Building Construction Committee.

- c. Nina discussed the current design status. BPS is performing a detailed cost estimate on the Option 4 design. Jim Dick will confirm with Doug Proctor what the elevation of the PD renovation will look. The Committee assumes it will look like the renovation already designed in Option 1. Brendan Morrison said that resident artist Theresa Spinner had volunteered to do a drawing of the designs once they are finalized, to help with publicizing the project.
- d. Nina asked members to send her email addresses of residents they thought would be interested in receiving notifications about the project. She would like to create some emails to go out to people on the status.
- e. The Committee agreed that the next regular meeting would be on Thursday, January 7 at 5 PM via Zoom.

Review of Minutes

A **motion** was made by Steve Cobb and seconded by Ken Carleton to approve the minutes from December 17 with any changes. There was no discussion of the motion. Roll call vote: Gardner – Aye, Cobb – Aye, Morrison – Aye, Flanders – Aye, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

A **motion** was made to adjourn the meeting by Steve Cobb and seconded by Brendan Morrison. There was no discussion. Roll call vote: Gardner – Aye, Cobb – Aye, Morrison – Aye, Flanders – Aye, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

Meeting adjourned at 6:15 PM.