

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, March 11, 2021 at 5:00 PM

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

Nina Gardner called the meeting to order at 5:01 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), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep), Chuck Flanders (Citizen Rep), Jim Dick (Selectmen's Rep). None of the members had anyone else present with them.

Regular Members absent: None

Others Present: Bob Lambert

New Business

- a. Nina Gardner provided an update on her discussions with Keith McBey from BPS. Keith will be on hand for the 4/15 bond hearing to answer any technical questions. He doesn't feel the architect is necessary for the bond hearing, but will plan to have him attend Town Meeting. Keith noted that the majority of building articles on Town warrants across the State passed. He also said that prices for materials are stable, and that by working with his suppliers and adjusting the timing of purchases, BPS can attempt to mitigate any cost risk. He cited an example of turning a potential cost overrun of \$75,000 to a savings of \$25,000 by delaying a purchase just two weeks when working directly with his suppliers. Nina also asked about help with proper siting of the building. Keith felt that Doug Proctor would provide the best insights. The Committee agreed to target the week of April 5 (backup April 12) to walk the site with Doug and layout a location.

- b. Jim Dick discussed bond rates. He pointed out that the cost estimates for the project assume an interest rate that is 0.25-0.3 percentage points higher than the current market. So even if there is an interest rate bump in July, it is not likely to move so much that it will increase the overall cost of the project. He will contact the local bank that provided a rate quote to see what kind of change in rates they are currently seeing.
- c. Nina Gardner asked Jim to verify if the bond article must be the first one or not. Jim discussed the overall state of the Town budget for FY22. Overall, the operating budget is down. Without the bond article and the article for the full-time Deputy Fire Chief, the overall budget is down about 1%. With the new position, it is up less than 1%. That means the budget is adding less than 1¢ to the tax rate.
- d. Nina Gardner has received letters of support for the project from Chief Hankard and Chief Dexter. Members indicated that other members of the public have expressed their intent to write endorsements.
- e. Nina brought up the topic of public perception of the project. The Committee agreed that it was important to help people understand the positive aspects of the project and its timing, such as the very low interest rates. Bob Lambert echoes Keith's comment about the passage rate of building projects around the State, indicating a very favorable time to build. Nina said the Committee needs to update the FAQ's with responses to the questions being asked now about funding, the Unassigned Fund balance, etc. A press release will be planned for the first week of April to notify and prepare people for the bond hearing on 4/15.
- f. The Committee reviewed the draft of the handout for the bond hearing. Jim will make updates and send it to all the Members to review before the next meeting.
- g. The Committee agreed the next meeting will be March 18 at 5 PM via Zoom.

Review of Minutes

A **motion** was made by Brendan Morrison and seconded by Chuck Flanders to approve the minutes from January 21 with any changes. There was no discussion of the motion. Roll call vote: Gardner – Aye, Cobb – Aye, Flanders – Aye, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

A **motion** was made by Steve Cobb and seconded by Ken Carleton to approve the minutes from January 28 with any changes. Jim Dick said he had received a correction from Steve Cobb, who had been omitted from the list of attendees during the roll call. Roll call vote: Gardner – Aye, Cobb – Aye, Flanders – Abstain, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

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

Meeting adjourned at 6:40 PM.