

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, August 6, 2020 at 5:30 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:40 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 Brendan Morrison to accept the minutes from the July 16 meeting, with any corrections. Motion was seconded by Chuck Flanders. 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 arrived at the meeting at 5:50 PM.
- c. The Committee discussed the details of the option to add on to west of the existing Town Office (Option 4) and the amount of space being considered. It was agreed that the option would be limited to 2750 sq. ft. for the PD and 3160 sq. ft. for the Town office. It was also agreed that Options 1 and 4 would be combined and that the exact placement of the addition (north/east/west) on the existing building would be left to further work with the architect. Jim Dick will revise the report, and renumber the options to reflect the change.
- d. The Committee agreed to limit the number of recommendations to two: Option 1 and Option 3b. The members agreed that Option 1 was the preferred choice because of its lower cost and the fact that it doesn't add another separate building that the Town has to maintain. It also addresses some needs at the town offices.
- e. Nina Gardner provided some correspondence from Keith McBey on the architect for developing detailed drawings for public review and comment. H.L. Turner provided a quote of \$6,800 for the work. The Committee agreed that it was a logical next step.
- f. The Committee discussed the timing of future steps. It was agreed to request to present the report and recommendations to the Board of Selectmen on August 19, including approval for the funding for the architect.
- g. The Committee agreed that the next meeting would be on Thursday, August 13 at 5:00 PM to finalize the report. 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 Chuck Flanders to adjourn the meeting, seconded by Ken Carleton. There was no discussion, and the motion **passed** unanimously.

Meeting adjourned at 7:50 PM.