

**MINUTES**  
**Sanbornton Building Construction Committee (BCC)**

**Meeting Date and Time:** Thursday, January 7, 2021 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: None

**New Business**

- a. Nina Gardner mentioned that there was a bill in the NH legislature authorizing municipalities to delay the date for Town Meeting over COVID concerns. She noted that Committee will need to understand the impacts and how it changes (or not) the timelines for the bond process.
- b. The Committee reviewed the results of the meeting with the Board of Selectmen on 1/6. Nina said she thought it was a good meeting and the results were just what was desired. The Members agreed that it seemed to go well, and there is optimism that the project will receive broad support.
- c. Chuck Flanders said that he had a discussion with Kevin LaChappelle, who chaired the Tilton building committee that spearheaded their project for a new PD. Kevin relayed their experience with public engagement, focusing on prominent individuals to help advertise

the project. He said their efforts were important in generating support to get the bond passed. The Committee discussed efforts to reach out to individuals, and other means of out outreach, such as social media, letters, phone calls, and handouts at the Transfer Station.

- d. Jim Dick provided an update on bond financing issues. He has contacted bond counsel and will be starting the process to draft the warrant article. He also reached out to local banks to get preliminary interest rates for comparison. The two rates received so far were 0.6 and 1.6 points higher than the current rate from the New Hampshire Municipal Bond Bank. He will provide an update when rates are received from the other bank. He noted that the higher rates did come with more flexibility, such as the ability to prepay the note – but for a project like this, it isn't likely that funding would be available to pay it off early.
- e. The Committee discussed a press release prepared by Brendan Morrison to announce the BOS decision on the bond proposal. Members offered some edits, which were accepted. Timing of the release was discussed. Brendan will contact both the Laconia Daily Sun and the Winnisquam Echo, and hopefully the articles will run next week/weekend. There was a further discussion about specific outreach to some of the resident groups that are most concerned about the tax impact of the project.
- f. Nina Gardner brought up the issue of Town engagement. She said she would like to see endorsements from both the Police and Fire Chiefs.
- g. A longer discussion on public outreach ensued. Nina asked how do we get people to engage? The use of social media was discussed. Jim suggested maybe creating a targeted set of FAQ's specific to the cost and financing of the project. Steve Cobb raised the issue of a mailing from the BOS to encourage participation at the bond hearing and when it would need to go out. The Committee agreed that it needed to be sent during the first week of February, so it would need approval from the Board by 1/20. Jim Dick will create a draft that can be reviewed next week, and the Committee will determine the format and what other information will be included in the mailing.

### **Review of Minutes**

A **motion** was made by Brendan Morrison and seconded by Ken Carleton to approve the minutes from December 21 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 by Brendan Morrison and seconded by Steve Cobb to approve the minutes from January 6 with any changes. There was no discussion of the motion. Roll call vote: Gardner – Aye, Cobb – Aye, Morrison – Aye, Flanders – Abstain, 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 6:26 PM.**