

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, October 1, 2020 at 5:30 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:30 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), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep), Jim Dick (Selectmen's Rep) - Telephonically

Regular members absent: Chuck Flanders (Citizen Rep)

Others Present: None

Review of Minutes

A **motion** was made by Steve Cobb and seconded by Ken Carleton to approve the minutes from September 24 with any changes. There was no discussion of the motion. Motion **passed** unanimously.

New Business

- a. Jim Dick provided the Committee with new bond cost estimations from the New Hampshire Municipal Bond Bank. The bank just published its new bond rates, and rates for 20-yr bonds is less than 2% and 10-yr rates are less than 1%. He pointed out that the bond process only charges interest in the first year, then the principal/interest payment starts in year 2. Using the existing highway garage bond payment and the Town Building Improvement and Design Capital Reserve Fund, the Town could potentially make both the first and second year payments, and defer any direct tax rate impact to residents until year 3 (2024). The Committee agreed that there are options the Board of Selectmen can evaluate going forward.

Old Business

- a. The Committee reviewed a second draft of the press release announcing the public meetings. It was agreed that Friday, 10/9 is the target to get the releases out in order to have them in the paper in time to encourage participation at the meetings starting on 10/20.
- b. Brendan Morrison provided an update on his efforts to find someone to help produce a "tour" video. He has contacted Huot Technical Center to see if they are interested. The director had some concerns about COVID, but we can work with the Town Office and PD staff to minimize people in the buildings. The timing could conflict with the upcoming Lakes Region Children's Auction, which the Huot Center supports with the video crew. Brendan will also check with Lakes Region Community College and see if there is anyone who could remotely edit/dub the video if we provided it. Brendan Morrison suggested his son as a potential video producer.
- c. The Committee discussed the outline of the public meetings. Steve Cobb asked exactly how we planned to organize them. Nina Gardner said that the PowerPoint presentation that Jim Dick put together from the talking points could serve as a standard outline for whoever was presenting at the meetings. Jim said he didn't feel like it was meant to be shown (too boring

for the audience), but that maybe one slide summarizing the history of the buildings and a few slides with the option drawings and financial details would be good. Steve Cobb suggested a takeaway brochure with the info on the two options. Jim said that the Committee should be prepared for questions from the audience, particularly on the finances and the layout of the buildings. He suggested the Committee come up with some FAQ's on the detailed plans, just like they did on the larger project, to help Committee members provide consistent answers.

- d. Nina noted that the Capital Improvements Plan (CIP) Committee planned to attend the October 20 presentation to hear about the proposals. She suggested inviting the Budget Committee members to another one of the presentations. Jim Dick will reach out to the Budget Committee and provide them with the available dates.
- e. The Committee discussed the schedule for the public meetings. Steve Cobb said he had received feedback asking if there would be any daytime sessions offered. The members agreed that a daytime session could be beneficial for parents who have kids in school or individuals who don't like to drive at night. They agreed to change the October 29th meeting to a 1 PM session. The time for the evening sessions was also discussed. The Committee agreed to change them from 6:30 to 7:00 PM to provide some more flexibility for people to attend.
- f. The Committee discussed the report from the Commission on Accreditation of Law Enforcement Agencies (CALEA) visit on September 24 to inspect the Sanbornton Police Department facilities. The report was succinct and identified many of the same safety and security issues that the Committee has been focusing on. The Committee will add it to the files (along with the Primex report) as another source validating the issues that need to be addressed.
- g. Committee agreed the next meeting will be October 8, 2020 at 5:30pm. It will be an in-person meeting at the Town Office. 573 Sanborn Rd.

A **motion** was made to adjourn the meeting by Ken Carleton and seconded by Brendan Morrison. There was no discussion and the motion **passed** unanimously.

Meeting adjourned at 7:27 PM.