

Minutes

Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, October 8, 2020 at 5:30 PM

Meeting Place: 573 Sanborn Rd. (Town Office)

Nina Gardner called the meeting to order at 5:35 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)

Regular members absent: Jim Dick (Selectmen's Rep), Chuck Flanders (Citizen Rep)

Others Present: None

Review of Minutes

A **motion** was made by Steve Cobb and seconded by Brendan Morrison to approve the minutes from October 1, 2020 with any changes. There was no discussion of the motion and the motion **passed** unanimously.

New Business

- a. Review of proposed floor plan received by Doug Proctor of H.L.Turner for Option 1 – 4,700 sq. ft. Stand Alone. All agreed that the square footage was significantly over our planned design and perhaps Doug misunderstood our desires. Nina Gardner offered to contact Doug and request 1. Shrink floor plan to 2,700+/- square feet, 2. Offer suggestions if unable to meet our request, 3. Take the current Police Station design layout from Option 3 and show it as a Stand Alone up on the hill.
- b. Press Release – Committee reviewed the final Press Release with architect's Option 1 sketch. Steve Cobb discussed location of the flyers (approx.10 locations. Brendan Morrison will send to Laconia Daily Sun, the Winnisquam Echo and the Concord Monitor.
- c. Discussion of potential issues of the pond. Ken Carleton had raised this and got a response from Cuck Flanders that any water containment would need to be addressed during the construction process. It is part of good construction work.
- d. Brendan Morrison showed the rough-cut video featuring Stephen Hankard, Police Chief. It was agreed that initially the content was good but each member should review at home and submit comments to Brendan Morrison for forwarding

to our volunteer video editor (Geoff Morrison). Brendan also previewed a couple 'PowerPoint' slides to be included in the final video.

- e. Nina Gardner spoke about her conversation with Tim Pearson, Finance Director, involved in the Tilton Police construction project. Highlights:
 - 1. Explore starting a campaign for personal donations,
 - 2. They have not bonded yet, got a construction loan, allows for bidding then bond.
 - 3. Bonding details: 1st year you only pay interest, 2nd year you pay principal and interest, 3rd and subsequent years – decreases.
 - 4. Tilton hired a Construction management firm. They will be bonding in December/January at the actual cost of the project.
 - 5. Lots of publicity including flyers, Selectmen and Police wholeheartedly endorsed the project.
- f. Nina Gardner spoke with Keith McBey of BPS regarding the payment to H L Turner for the drawings. Nina reported that the charges will be billed directly to Town of Sanbornton.
- g. October 20th presentation. CIP has been invited, Jim Dick will invite the Budget Committee.
- h. Steve Cobb talked about the new Facebook page set up by Jim Dick.
- i. Nina Gardner suggested we have a 'mock presentation' at our next meeting.
- j. Nina Gardner will inquire about large prints of elevations and floor plans for the presentations.
- k. Nina Gardner reported that she had spoken with Keith McBey (BPS) about actual costing for the project based upon concept drawings.
- l. Town will be billed directly and pay H.L./Turner directly for any of their work, at this stage, drawings.
- m. We will continue to work on the contact list.

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

Meeting was adjourned at 6:56 PM. Next meeting scheduled for Thursday, October 15, 2020 at 5:30 P.M. in the Town Office Conference Room. It will be an in person meeting.

