

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, November 5, 2020 at 5:00 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:00 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), Jim Dick (Selectmen's Rep)

Regular members absent: Chuck Flanders (Citizen Rep), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep)

Others Present: None

New Business

- a. The Committee discussed the alternative plan Justin Howe provided for Option 3b. It sites the PD building directly behind Old Town Hall (OTH) and connects it to form a "continuous" building that doesn't change the front elevation view of OTH. Steve Cobb said he's not in favor of changing the historic building. The Members discussed the siting and what it would look like from various angles. Brendan Morrison said he could support the proposal, but only with the siting that Justin has suggested. There was general agreement that with the right selection of materials (siding, windows, etc.) the option could present an appropriate look with little disruption to the historic look of OTH. Jim Dick will send Justin's proposal to Keith McBey at BPS for his evaluation of the assumptions and assertions about potential cost savings based on the proposed location of the building. The Committee agreed not to have BPS do a cost estimate on Justin's design of the building, as it is essentially the same as the design they already estimated. The focus is on the site work and any additions savings (or cost) associated with the building placement.
- b. Ken Carleton arrived at 5:10 PM.
- c. The Committee reviewed updated cost estimates for the two options from BPS. Some of the cost changes didn't make sense, and the Members agreed that BPS needs to explain the changes. Although the Committee knew the initial costs were only Rough Order of Magnitude estimates, the costs for the two designs didn't change by the same percentage with the detailed costing. The Committee would like BPS to explain the differences, and identify any specific cost drivers for the designs. Jim Dick will forward the Committee's questions to BPS and ask Keith McBey to meet with the Committee next week to review the estimates.
- d. Brendan Morrison arrived at 5:24 PM.
- e. The discussion turned to affordability and what recommendations should be considered for the Board of Selectmen. Based on the current bond interest rates, a project costing about \$2.2 million could be done with no impact on the tax rate. Steve Cobb suggested talking to BPS about a "design to cost" approach – What can they provide for \$2.2 million that addresses needs for both the PD and Town Office? The Committee also talked about some potential cost offsets using the Town's unassigned fund balance, and agreed that it was a topic for discussion with the BoS. There was a discussion about conducting a survey in early January (after the December tax bills) to get a better sense of voter feelings about any kind

of tax increase for a potential project. The survey would have to be done quickly in order to leave time for the BoS to make a decision about proposing a bond article.

- f. Nina Gardner stated that during a School District Budget Committee meeting, they were told that there was some administrative work that needed to be done by the end of November in order to be eligible to pursue a bond in the spring. This isn't a bond application – just some sort of “registration” to be on the bank's list of potential borrowers. Jim Dick will contact New Hampshire Municipal Bond Bank and find out what is required.
- g. The Committee discussed the future meetings and the way ahead. They agreed to target the Board of Selectmen meeting on December 16 to present findings and recommendations.
- h. Committee agreed the next meeting will be November 12, 2020. The time and format (in-person or virtual) will be determined and posted based on Keith McBey's schedule and availability.

Review of Minutes

A **motion** was made by Brendan Morrison and seconded by Ken Carleton to approve the minutes from October 29 with any changes. There was no discussion and the motion **passed** unanimously.

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

Meeting adjourned at 7:44 PM.