

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, March 18, 2021 at 5:00 PM

Meeting Place: Online in accordance with Emergency Executive Order #12

Nina Gardner called the meeting to order at 5:04 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), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep), Chuck Flanders (Citizen 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. The Committee discussed preparations for the bond hearing on April 15. Jim Dick explained the format options, based on the Board of Selectmen's recent decision on in person meetings. The hearing can be in person, virtual, or a hybrid. For public hearings, hybrid meetings need to have professional sound system support so that members of the public participating remotely can really hear and understand the discussion. The Committee agreed that a hybrid format would be best, based on the public feedback received during the design presentation meetings. Jim Dick will arrange to have the sound system in place. The hearing will be at 7 PM on April 15 in Old Town Hall. Notice of the hearing will be published by the BOS, since it is actually their hearing. Jim Dick requested H.L. Turner provide the large foam boards with the final designs to have at the hearing and at Town Meeting.

- b. There was a discussion about the next news release. The plan is to have it in the 4/8 edition of the Winnisquam Echo and in the Laconia Daily Sun between 4/9-4/13. That means the release needs to be submitted to the Echo by 4/2. Brendan Morrison and Steve Cobb will provide a draft at the next meeting for review. Nina Gardner asked about getting the electronic sign board set up with the bond hearing information. Ken Carleton will make arrangements for it to be set up on 4/12. The goal is to get as much information out to the community about the proposal as possible.
- c. The Members reviewed the draft of the handout for the bond hearing. It was decided that a tri-fold format will work better. Steve Cobb got pricing from Staples for tri-fold brochures. It was decided to add some more information to the handout because the new format left some more space. Jim Dick will make updates and the Committee will review it at the next meeting. The Handout will be available at the hearing. The Committee decided not to print the hearing PowerPoint presentation, but it will be posted on the website for the public to see. All of the information will be posted in order to help keep the public informed about what is happening with the project.
- d. Nina brought up the activities post-bond hearing. It was agreed that there should be additional press releases prior to and leading up to Town Meeting on 5/15 so that the public has ample information to help them understand and be aware of the proposed project. Jim Dick explained the planned lay out for seating and access to Town Meeting.
- e. The Committee agreed the next meeting will be March 25 at 5 PM via Zoom.

Review of Minutes

A **motion** was made by Steve Cobb and seconded by Ken Carleton to approve the minutes from March 11 with any changes. Jim Dick said he had received a correction from Steve Cobb, who had been omitted from the list of attendees during the roll call. Roll call vote: Gardner – Aye, Cobb – Aye, Flanders – Aye, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

A **motion** to adjourn the meeting was made by Chuck Flanders and seconded by Steve Cobb. There was no discussion. Roll call vote: Gardner – Aye, Cobb – Aye, Flanders – Aye, Morrison – Aye, Carleton – Aye, Dick- Aye. The motion **passed** unanimously.

Meeting adjourned at 6:30 PM.