

DRAFT
MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, August 27, 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).

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

Others Present: Keith McBey (BPS), Doug Porter and Bill Hickey (HL TURNER), Chief Hankard (SPD).

Review of Minutes

A **motion** was made by Steve Cobb and seconded by Brendan Morrison to approve the minutes as amended from August 27 meeting. There was no discussion. Motion **passed** unanimously.

New Business

- a. Committee met with Keith McBey from BPS, Doug Porter and Bill Hickey from HL Turner. We began by updating them as to how we got to this meeting with them, what we presented to the Board of Selectmen on the 19th of August. Nina will send them copies of our report and the options we looked at.
- b. Discussions were had about parking, different layout options for the proposed options, Location of Sally port for the PD, Employee Parking as well as fire suppression equipment locations. Doug Porter emphasized that a fire suppression system must include: 1. a reliable electric source, 2. a reliable water/ pump source and 3. a dedicated fire-rated room for the equipment.
- c. BPS and HL Turner will have sit down meetings with Chief Hankard and Trish Stafford to review needs for PD and Town Office Staff. And they will also talk with the TC/TC Julie Loneragan about needs of the department.
- d. Spoke about timeline for next set of plans and pricing so information can be given out to the voters. Beginning of October was what is being strived for.
- e. BPS and HL Turner toured the outside of the building and the surrounding layout of the land around the Town Office.
- f. Nina Gardner suggested the Committee establish a calendar for the period (9/1/2020 – 3/1/2021) to keep the project on schedule to meet the 2021 Town Meeting schedule.
- g. Committee agreed the next meeting will be September 10, 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 Steve Cobb. Motion **passed** unanimously.

Meeting adjourned at 7:18 PM.

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