

**MINUTES**  
**Revised Draft 4/8/2020**  
**Sanbornton Building Construction Committee (BCC)**

**Meeting Date and Time:** Thursday, March 26, 2020 at 5:00 PM

**Meeting Place:** Online in accordance with Emergency Executive Order #12 (1-425-436-6394, 554608#)

Nina Gardner called the meeting to order at 5:02 PM.

**Roll Call of Members Present on the Phone**

Regular Members present: Nina Gardner (Citizen Rep - Chairman), Chuck Flanders (Citizen Rep), Steve Cobb (Citizen Rep - Vice Chair), Brendan Morrison (Citizen Rep), Ken Carleton (Employee Rep), Jim Dick (Selectmen's Rep)

Regular Members absent: None

Others Present: Keith McBey, President, BPS Engineering

In accordance with RSA 91-A, all votes will be taken by roll call and recorded by name due to the remote participation of the Members.

**Review of Minutes**

A **motion** was made by Brendan Morrison to accept the minutes from the March 5 meeting, with any corrections. Motion was seconded by Ken Carleton. There was no discussion of the motion. Roll call vote: Gardner – Aye, Cobb – Aye, Morrison – Aye, Flanders – Aye, Carleton – Aye, Dick – Aye. The motion **passed** unanimously.

**Old Business**

- a. Nina thanked Keith McBey for meeting with the Committee. She asked Keith to outline the two options he is presenting. Keith noted that the options include both some new construction and renovation. Although the plans aren't detailed, he is comfortable that they are right order of magnitude and accurate based on parametric comparison.
- b. Option 1 is a "wrap around" of the current building, single story, that adds 3419 sq ft to the current footprint (for a total of 6079 sq ft). The plan would call for an expansion of about 25 ft toward the fire pond. (The distance from the current Town Office building to the fire pond is 105 ft.) The plan includes the cost for a sprinkler system, which is not a code requirement (based on square footage) but is a topic that should be discussed with the Fire Chief. ROM price for Option 1 is \$2.1 million.
- c. Option 2 adds a full second story to the existing building footprint, plus a one-story sally port between the Town Office building and the Life-Safety Building. New square footage would be 7651 sq ft. This option includes two stair accesses and an external elevator to minimize the wasted space within the footprint of the building. The new area would extend about 10 ft toward the fire pond. It also includes a sprinkler system. The ROM price for Option 2 is \$3.2 million.
- d. The Committee discussed the various options for parking and placement of the sally port for both designs. The option of creating a parking lot in the large area next to the pond was discussed. It was agreed that the number of available parking spaces with any renovation plan cannot be lower than the amount available now. Steve Cobb asked about placing the sally port on the northeast side of the current building, basically the existing selectmen's meeting room would become the sally port. In order to do this, we would need to extend the "pond" side of the building beyond the referenced 25 feet. Brendan Morrison pointed out that we would need to check the well head to

see how far it is from the building. Keith agreed that other options could be considered for the placement, and they would have varying impacts on the cost of the site work.

- e. Nina Gardner provided a short history of the fire pond and its creation. Chuck Flanders relayed some preliminary advice he received from a contact at the Department of Environmental Services who said that as long as the pond bed or bank aren't disturbed as part of the construction process, then no special wetlands permits would be required.
- f. The Committee discussed the cost and impact of a fire suppression system on the scope and cost of the potential projects. It was agreed that Chief Dexter should be consulted to get his opinion. Ken Carleton noted that the cost of insurance with and without the system should also be taken into account as another factor. The Committee will invite Chief Dexter to participate in the next meeting on 4/9 to discuss the sprinkler system requirements. The Committee agreed that it would engage Chief Hankard on a more detailed discussion of police department needs at a future meeting.
- g. Jim Dick asked how the Committee felt about these options, as opposed to the option for a new building being constructed on the Town-owned property above Old Town Hall. The Committee agreed that it should pursue some estimates for a new police station (along with some minor renovations to the existing Town Office building) in order to provide residents with options for comparison. Jim Dick raised a concern that the estimates for the cost of the site work for Options 1 and 2 were a bit low (given the slope and known rock formations), and Keith agreed that more should be done to come up with site work estimates – especially if there is a desire to put more of the structure in the direction of the fire pond. Keith will work on updating the Option 1 and 2 cost estimates, along with an Option 3 that would build a standalone police station of approximately 2750 sq ft on the Town-owned property. He will plan to have those estimates available to review with the Committee on 4/9.
- h. The next meeting will tentatively be on Thursday, April 9, at 6:00 PM.

A **motion** was made by Jim Dick to adjourn the meeting, seconded by Steve Cobb. Roll call vote: Gardner – Aye, Cobb – Aye, Morrison – Aye, Flanders – Aye, Carleton – Aye, Dick -Aye. Motion **passed** unanimously.

**Meeting adjourned at 6:19 PM.**