

MINUTES
Sanbornton Building Construction Committee (BCC)

Meeting Date and Time: Thursday, June 25, 2020 at 5:30 PM

Meeting Place: 573 Sanborn Rd (Town Office).

Nina Gardner called the meeting to order at 5:34 PM.

Roll Call of Members Present on the Phone

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

Regular Members absent: Chuck Flanders (Citizen Rep)

Others Present: None

Review of Minutes

A **motion** was made by Ken Carleton to accept the minutes from the June 11 meeting, with any corrections. Motion was seconded by Steve Cobb. There was no discussion. The motion **passed** unanimously.

Old Business

- a. The Committee reviewed the input from BPS (Keith McBey) on the potential to modify the existing police department space at the Life-Safety Building. Keith joined the meeting by phone at 5:45 PM. The plan presented included a 1000 sq. ft. single-story addition to the east of the current PD spaces. This would eliminate the parking area (and current access to transport detainees in/out of the building) without adding a sally port. Keith explained that because of the terrain, property boundaries, and existing septic system that the options were very limited. The Committee agreed that because it does not address all of the key safety and security concerns for the police department, it will not be included in the list of viable options. The FAQ's will be updated, however, to reflect that making modifications to the current PD spaces was investigated. Keith McBey departed the meeting at 6:10 PM.
- b. The Committee reviewed the outstanding updates to the FAQ's. Steve Cobb will provide an update on the issues with regionalization. Jim Dick will add the information about the unsuitability of the Highway Garage parcel to accommodate any other facilities. The information on expanding the current LSB footprint will also be included.
- c. Nina Gardner reviewed the information that Chief Hankard provided on the number of multiple bookings and impounds the Department conducts on an annual basis. Over the past 10 years, the PD averaged 4 simultaneous bookings per year, based on arrest record data. Chief Hankard said that similar data isn't kept on impounds, but he estimates an average of 5-6 impounds per year of vehicles or large items requiring secure storage. The data will be incorporated into the final Committee report.
- d. The Committee reviewed a first draft of a report for the Board of Selectmen. It covers the methodology, activities, and information collected. Committee members provided feedback on specific areas which Jim Dick will update. The Committee will continue to review and update the draft, and will begin to focus on a set of recommendations to the BoS for September.
- e. The Committee discussed the potential way ahead after the report and recommendations are delivered to the BoS. Nina Gardner pointed out that a lot of things will be clarified in October when the tax rate is set and the final impact of the school budget is known. The Committee agreed, however, that it makes the most sense to recommend moving forward with a project as soon as possible. Jim Dick noted that a year of delay costs more than the amount that could be set aside

using the current bond payment on the Highway Garage (roughly \$130,000) when that bond is retired in FY21. So even by putting that amount into a capital reserve fund as a future down payment, it would still end up costing the Town an extra \$30,000-\$50,000 just due to waiting. The Committee feels that it would be beneficial to have at least two of the preferred options refined to be "voting ready" for Town Meeting in March 2021. Nina Gardner will talk to Keith McBey to see if it would be feasible to refine two options in time for them to be reviewed with public comment before deciding which one to put forward for a bond vote, if the BoS were to recommend it.

- f. The Committee agreed that the next meeting would be on Thursday, July 16 at 5:30 PM. It will be scheduled as an in person meeting at the Town Office, with dial in access for members of the public who want to participate.

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

Meeting adjourned at 7:43 PM.