

# DRAFT

## MINUTES

### Sanbornton Building Construction Committee (BCC)

**Meeting Date and Time:** Thursday, February 6, 2020 at 5:00 PM

**Meeting Place:** Life-Safety Building, 565 Sanborn Rd

Nina Gardner called the meeting to order at 5:05 PM.

#### **Roll Call**

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

Regular Members absent: Brendan Morrison (Citizen Rep)

Ken Carleton was called out on an accident response and departed as the meeting started.

#### **Review of Minutes**

A **motion** was made by Jim Dick to accept the minutes from the January 23 meeting, with any corrections. Motion was seconded by Steve Cobb. There was no discussion of the motion. The motion **passed** unanimously, with Chuck Flanders abstaining from the vote.

#### **Old Business**

- a. The Committee reviewed the proposed press release updating the Committee's activities. A **motion** was made by Chuck Flanders to approve the release, seconded by Nina Gardner. The motion **passed** unanimously. Steve Cobb will submit it to the local papers and Jim Dick will post it on Facebook.
- b. Nina Gardner brought up the topic of plot maps for the existing Town Office. Jim Dick said that Sam Swartz does not have a current survey of his property, but if we can identify the map number, it should be available on the County website. Jim Dick will look for tax map 26 Lot 13 and try to find it online.
- c. There was a general discussion about the options reviewed at the last meeting with respect to lateral or vertical expansion of the current Town Office building. Chuck Flanders asked if modifying that building would create a requirement to add a fire suppression system. He noted that the cistern system proposed as part of the Concept Design last year was a large expense. The Committee agreed that it was a question for Fire Chief Dexter.
- d. The Committee reviewed the list of Frequently Asked Questions (FAQ's) that Nina Gardner had started. The members divided the questions up and will develop answers to review at the next meeting. Chuck Flanders will review the narrative comments from the survey to see if there are other questions that should be included.
- e. Nina asked whether there should be any kind of presentation at Town Meeting. The members agreed that trying to present something or have some kind of display was not necessary – but that they should be prepared to be recognized during the discussion on the warrant article for modifications to the Life-Safety Building.
- f. The next meeting will be on Thursday, March 5, to meet with Keith McBey from BPS and review the information he will have on modification options for the Town Office.

A **motion** was made by Steve Cobb to adjourn the meeting, seconded by Chuck Flanders. Motion **passed** unanimously.

**Meeting adjourned at 6:05 PM.**

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